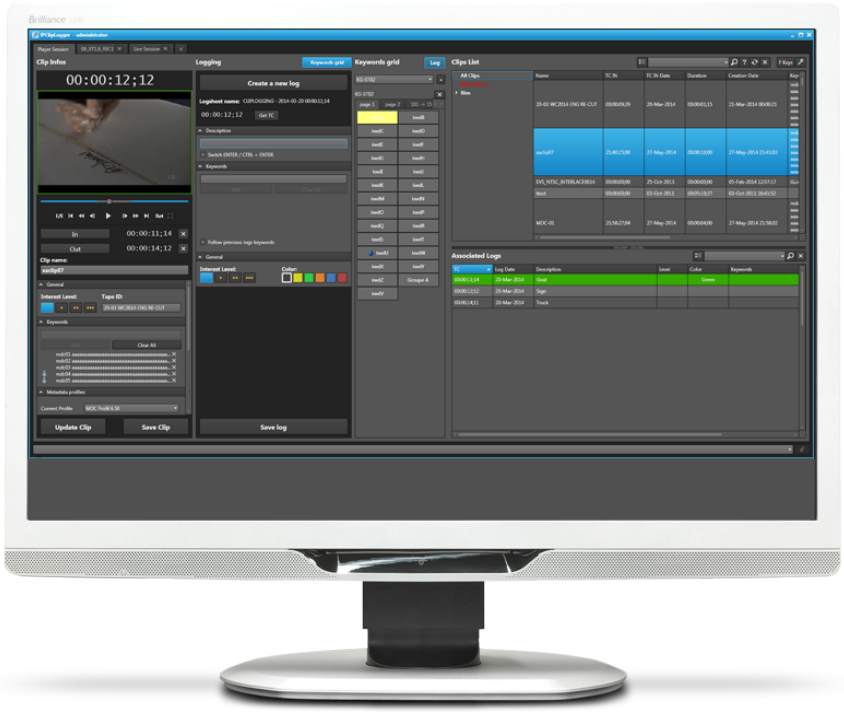
USER MANUAL

Version 6.70 - August 2015



IP.ClipLogger

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What's New?

No section has been updated in the manual of IPClipLogger 6.70 (compared to version 6.60).

1. Introduction

1.1. Product Description

IPClipLogger is a simple stand-alone application designed for an easy and quick logging of media, which means adding reference points to a specific frame in a video media. Users have the possibility to create log entries directly during the event, or later on by moving through the recorded media.

The IPClipLogger window is an integrated window from which it is possible to perform all the actions related to several logging workflows. This includes searching tools to find the correct media from the list of clips, a Player pane to watch the media and make clips from it, a Logging pane to add logs to clips. Metadata, such as keywords, metadata profiles, log color or interest level, can be associated to clips or logs from this window as well. All the clips representing a story, and their associated logs and metadata, can be automatically sent to a working bin. The logged clips could then be sent to targets for post-production.

Shortcuts are available for most of the operations to speed up the process and avoid using the mouse.

In some workflows, takes are recorded from several camera angles at the same time. All the operations performed from the IPClipLogger on such a media are done for all the camera angles the users want to work with. This includes, among others, logging, clipping and sub-clipping.

The IPClipLogger offers the possibility to log different media at the same time from several tabs from which it is easy to switch.

1.2. Licenses List

IPClipLogger can work with static licenses imported to XSecure on the workstation or with floating licenses imported to XSecure in the database.

Some users, like editors, need a guaranteed connection to IPClipLogger. So, a static license will be installed on their workstation.

For users who do not need to have a guaranteed connection, such as journalists, no static license will be installed and a pool of floating licenses can be used on a first come/first served basis. So a larger number of stations can be equipped with IPClipLogger.

Actually, when IPClipLogger is started, the system first checks whether a license for IPDirector Live PAM Core exists on the workstation. This license is always a floating license (**key 05**). It controls the number of workstations which connect to the database. If there is no valid license, the user gets an error message. If a valid IPDirector Live PAM Core license exists, it is used.

The system then checks whether a static license for IPAccess exists on the workstation (**key 15**). If there is one valid static license, it is used. If there is no static license, the system requests a floating IPAccess license (**key 115**). If such a license is available, it is used for that user. If there is no floating license left at that time, the user gets an error message.

Note
Several applications, such as IPDirector, IPBrowse and IPClipLogger, can be started with the same IPAccess static license on a workstation. However, if the workstation works with IPAccess floating licenses, several licenses will be used to start all applications.

Then, IPClipLogger will require an IPLogger license imported to XSecure to start. This can be a static license (**key 20**) or a floating license (**key 120**).

IPLogger and IPClipLogger can be started with the same IPLogger static license on a workstation. However, if the workstation works with IPLogger floating licenses, two licenses will be used to start both applications.

Note
When IPClipLogger is installed from the Remote Installer, XSecure will automatically be installed. When it is installed through the Installation wizard, users will have the choice to install XSecure or not.

1.3. Opening IPClipLogger

To open IPClipLogger, select the application from **Start > Programs > EVS Broadcast Equipment** or click the corresponding icon on the desktop.

The IPDirector workstation may be integrated into an Active Directory domain. In this case, IPClipLogger will automatically open without requesting additional access codes when the user starts it.

The user group the user belongs to in the Windows domain is linked to a profile in the User Manager. This determines the set of user rights and user settings the user will have in the application. See the IPDirector User Manager Technical Reference for more information.

If the IPDirector workstation is not integrated into an Active Directory domain, a login screen will display, where users have to enter their own IPClipLogger username and password.

1.4. Typical Workflows

Overview

The IPClipLogger supports several workflows listed below.

- Watch a live broadcast, create clips from it and add logs to these clips
- Select an existing clip and add logs to it
- Select an existing clip, create a sub-clip from it and add logs to this sub-clip

Note
The workflow which consists of logging a live broadcast (record train) without first making clips is not in the scope of the IPClipLogger. It is supported by the IPLogger module of the IPDirector software.

Modes of Use

To match those different workflows, the IPClipLogger provides two modes of use.

- **Player mode**: the IPClipLogger window contains a Video Display to watch the media, and transport functions to browse through the loaded media.

  This mode will always be used when logging is done on an existing clip, after the live event. It can also be used when users make clips and logs on a live broadcast.

- **Live mode**: the IPClipLogger window does not contain any Video Display.

  This mode can only be used when a live broadcast is being clipped and logged and users watch the scene being recorded live or on a monitor.

  In case several cameras are recording the event, clips and logs will be created on the camera angles selected by the users.

Context of Use

Reality shows and News are, among others, the main business environments that will benefit from the use of IPClipLogger.

In News workflows, a large amount of material is received every day. All the media that will be archived need to be clearly identified and interesting events must be flagged to be quickly retrieved later on if required. The IPClipLogger is designed to easily fulfill those tasks.

Librarians or journalists are generally in charge of those operations. They will be able to search for a clip, load the clip on the Player pane and identify it with a name or a unique identifier, keywords and a metadata profile. They will add logs to the clip and, if logs already exist for that clip, they will be able to review them and possibly edit them. A description, keywords and other categorizing metadata can be associated to logs.

The Player mode will be used in this kind of workflow.

In Reality Show workflows, loggers generally work during the recording of sequences. This can be done by watching the scene live, so the Live mode of the IPClipLogger will be used. But, this can also be done by searching for an ingest being recorded and then loading it on the Player pane, so the Player mode will fit the users' needs.

Afterwards, story editors will review the clips and logs recorded by the loggers and they still can update clips or create sub-clip from an existing clip.

1.5. Overview of the Process

The table below details the different steps of the process and the corresponding sections describing each step.

Step	Section	Live Mode?	Player Mode?
Defining shortcuts for the creation of logs and associated metadata	"Configuring F Keys to Add Logs" on page 82	√	√
Searching for media	"Searching for Media" on page 46	-	√
Loading media	"Loading Media" on page 53	√	√
Browsing a clip	"Moving through Media" on page 64	-	√
Defining the Work bin	"Managing Work Bin" on page 70	√	√
Creating a clip and defining its metadata	"Creating a Clip" on page 71	√	√
Adding logs to a clip and defining log metadata	"Adding Logs to Media" on page 81	√	√
Assigning keywords to clips or logs	"Assigning Keywords to Media" on page 91	√	√

2. User Interface

2.1. Overview of the IPClipLogger Window

Introduction

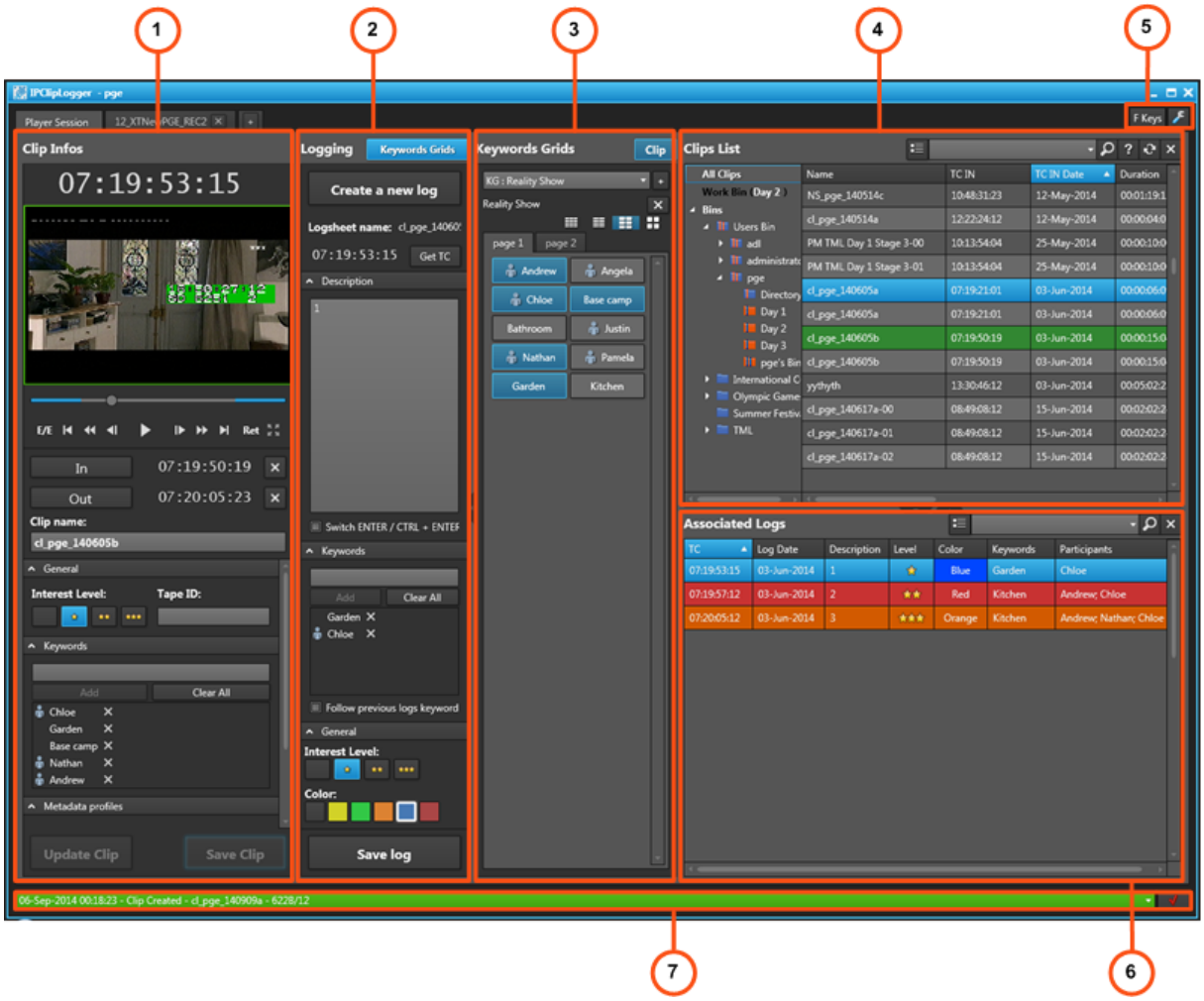
At first opening, a single tab, set to be used in Player mode, is shown in the IPClipLogger window. Then, additional tabs can be opened to work with Live sessions. See section "Working with Multiple Logging Sessions" on page 45 to know how to proceed.

The layout of the IPClipLogger window slightly differs between the Player Session tab and a Live Session tab.

Illustration

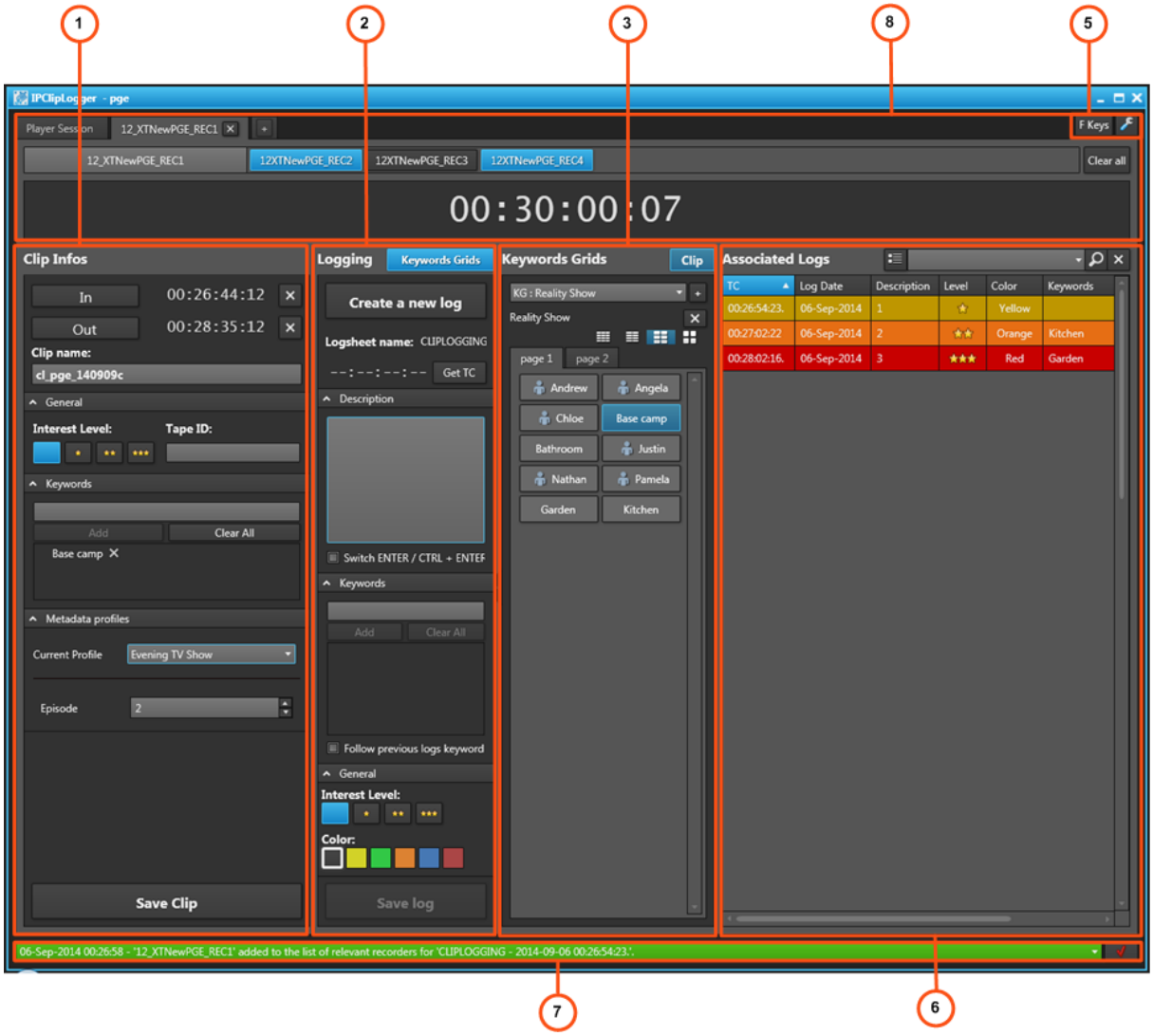
Player Session Tab

The Player Session tab of the IPClipLogger window contains the areas highlighted on the screenshot below:



Live Session Tab

A Live Session tab of the IPClipLogger window contains the areas highlighted on the screenshot below:



Note
From version 6.55, the interface skin has slightly changed, so the color shade of some user interface elements (such as title bar, buttons) may differ from the screenshots included in the current manual.

Area Description

The table below describes the various parts of the IPClipLogger window:

Area		Description
1.	Clip Info pane	This pane is used to create a clip and to enter clip metadata for the clip being created: a name, an interest level, keywords and a metadata profile. In Player mode, the pane also provides a Player pane with a Video Display to view a media (clip or record train) to be logged, and transport functions to browse through the loaded media. See section "Clip Infos Pane" on page 24.
2.	Logging pane	This pane is used to create logs for a loaded clip or a live event and to associate metadata to the logs. See section "Logs Panes" on page 35.
3.	Keywords Grids pane	This pane displays one or several keyword grids and/or cascading grids which can be used to add keywords to a clip or a log. It is hidden or shown on screen, at the discretion of the user. See section "Keywords Grids" on page 40.
4.	Clips List pane	The Clips List pane is only displayed in Player mode. It provides • several search tools to search for clips • the Elements grid which displays the database content or the search results See section "Clips List Pane" on page 11.
5.	Toolbar	The toolbar, on the top right area of each tab, provides a **F keys** button and a **Tools** button. See section "Toolbar" on page 10.
6.	Associated Logs pane	This pane is used to display the list of logs for a clip being logged. A Quick Text Search tool is available for searching for logs. See section "Logs Panes" on page 35.
7.	Message pane	The **Message** field displays the most recent message. It can be expanded to display and filter all the messages. See section "Message Pane" on page 43.
8.	Recorder Channels Selection area	This area is only displayed in Live mode. It is used to select the recorder channels from which the clips and logs will be created.

Adaptable Display

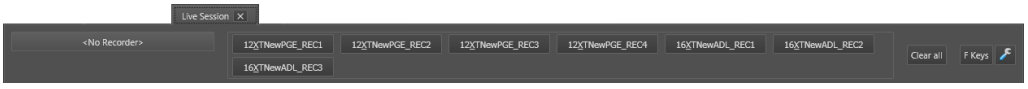
The layout of the IPClipLogger window can be adapted to users' needs:

- in both modes, the Logging pane can be hidden or shown by clicking the split box: or .
- in both modes, the Keywords Grids pane can be displayed or hidden by clicking the **Keywords Grids** button
- in both modes, the three areas of the Clip Infos pane used to enter clip metadata can be expanded or collapsed by clicking a small arrow: General, Keywords, Metadata Profiles.
- in Player mode, the split boxes between the Clip List pane and the Associated Logs pane can be used to hide one of these panes and display the other one in the whole right space, or to display each pane in the half space.
- in Player mode, the space allocated to the Clip List pane and the Associated Logs pane can be reduced / enlarged by moving the intersection line between them:

- in both modes, the space allocated to the middle pane (Logging pane or Keywords Grids pane) and to the right pane (Clip List pane and Associated Logs pane) can be reduced / enlarged by moving the intersection line between them:

2.2. Recorder Channels Selection Area

This area is only available in Live mode.



It displays all the recorder channels from the EVS video servers which are available on the XNet network. They correspond to different camera angles.

This area is used to select all the recorder channels from which logs will be relevant when users log a media, and from which clips will be generated.

The field on the left is used to select the main recorder channel, which will be set as preview recorder. As soon as a preview recorder has been selected, its name is shown as title tab.

See section "Loading a Train in Live Mode" on page 60.

Note
If a recorder channel is connected to an OUT port of a video router, itself associated to an IN port, the name of the router IN port is displayed after the recorder channel name in the **Preview Recorder Channel** field or instead of the recorder channel name on the secondary **Recorder Channel** buttons.

2.3. Toolbar

Toolbar Options

The toolbar is located on the top of the window.

The following table gives a description of the buttons available from the toolbar.

Button	Description
	F keys button: used to configure the shortcuts that could be used to create a log with predefined metadata. See section "Configuring F Keys to Add Logs" on page 82.
	Tools button: displays a contextual menu with various options for the management of IPClipLogger operations.

Tools Menu

The following options are available from the Tools menu:

Activate Autoname
Activates the use of auto-naming rules for new clips, as defined from the **Define Autoname** setting.

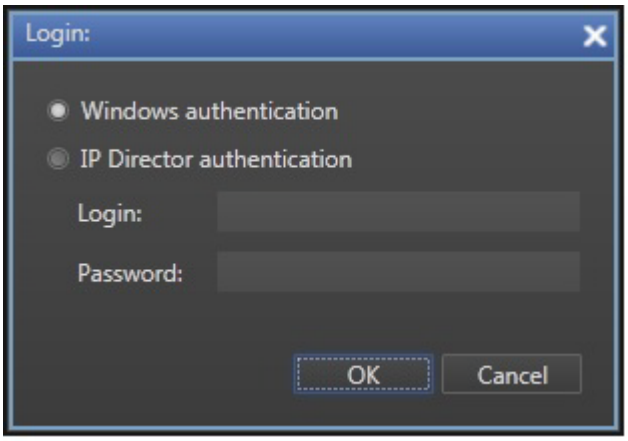
Define Autoname
Allows to define auto-naming rules for new clips.
See section "Clip Settings " on page 72.

User's manual
Provides the user manual.

About
Provides information about the IPClipLogger version number.

Change Password
Allows the users to change their own password.

Log Off User
Logs off the current user and displays the Login window.
In case the user had been logged in automatically through the Active Directory integration, the Login window allows users to log with their IPDirector access codes:



2.4. Clips List Pane

2.4.1. Introduction

The Clips List pane is only displayed in Player mode.

It gives the list of clips available from the application. Bins can be created to organize clips.

From the Clips List pane, users can search for a clip by different means: by navigating through the bins in the Tree view, by searching for a character string, or by ordering the list of elements. Results are displayed in the Elements grid of the Clips List.

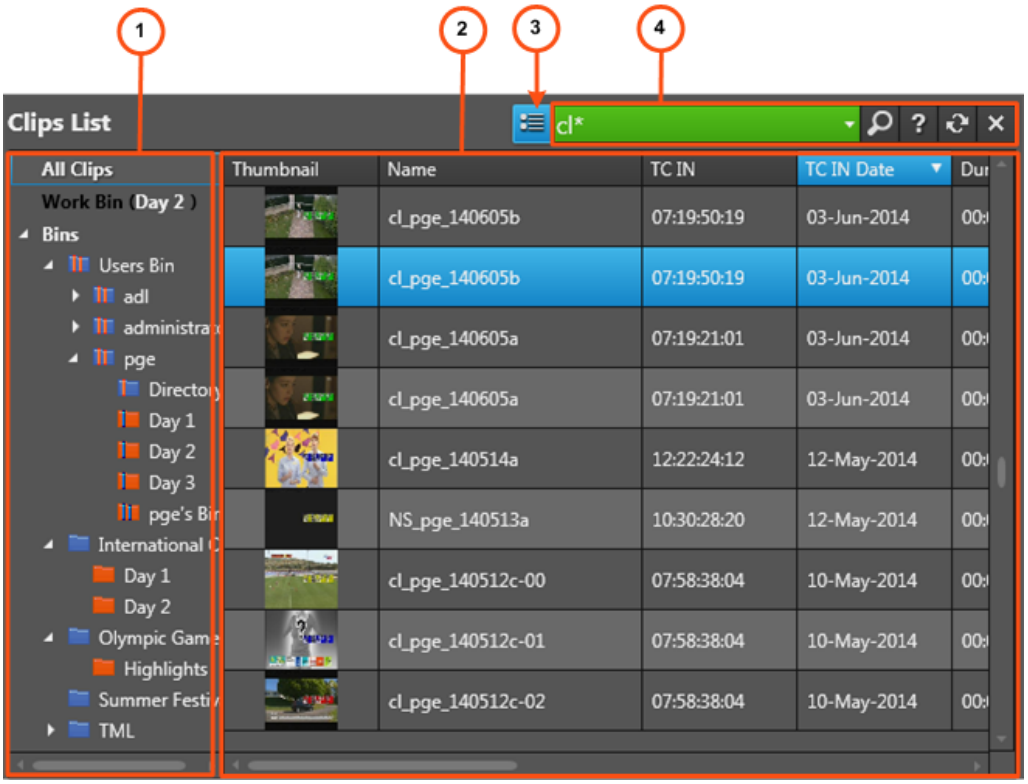
This pane is thus a central point to perform search on all the clips available and to load them by a simple operation such as drag-and-drop or double-click.

The whole Clips List pane can be hidden or shown in a reduced or enlarged size by clicking one of the split boxes.

2.4.2. Overview of the Clips List Pane

Illustration

The Clips List pane contains the areas highlighted on the screenshot below:



Area Description

The table below describes the various parts of the Clips List pane:

Area		Description
1.	Tree view	The Tree view shows all the clips and bins present in the database and on the nearline. It also displays the Work bin. The tree branches can be used to filter items in the Elements grid. See section "Tree View" on page 13 for details on the interface.
2.	Elements grid	The Elements grid displays all the clips included in the selected tree branch or resulting from a search. See section "Elements Grid" on page 17.

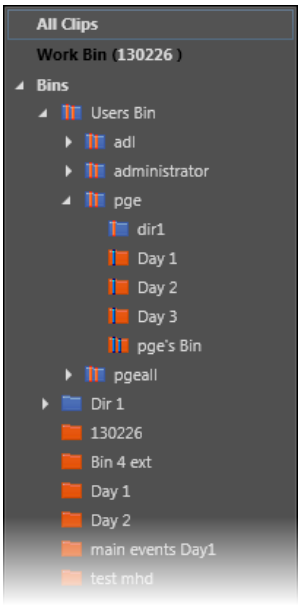
Area		Description
3.	Switch to Thumbnail View button	This button switches the view of the database content, or the results of a search, from a simple view to a view with thumbnails.
4.	Quick Text Search area	The Quick Text Search area provides functions to perform quick text searches on the Elements grid. See section "Quick Text Search Area" on page 16.

2.4.3. Tree View

Introduction

The Tree view allows the users to browse and perform search in the database, among all the clips or clips stored in bins.

Click the arrow next to a tree branch to expand a branch. By browsing the tree structure, a selection is made and the items available displayed in the Elements grid. See section "Branch Selection in the Tree" on page 46.



Tree View Elements

The current section mentions which items are displayed in the Elements grid based on the tree branch selected.

Work Bin (BinName)

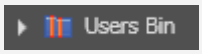
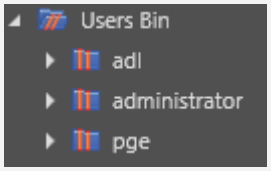
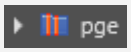
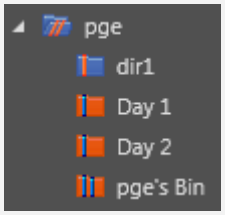
Selecting this branch displays, in the Elements grid, all the clips from the bin set as the user's Work bin.

This branch cannot be expanded.

Bins

Selecting this branch displays, in the Elements grid, all the clips which are in bins and bin directories.

Expanding the Bins view shows the bins and bin directories in the Tree view, as detailed in the table below:

Tree Branch / Sub-Branch	Description
	Bin Directory: shows all the elements which are in all the bins and directories under the selected directory.
	Bin: shows all the elements which are in the selected bin.
	**Users Bin Directory**: shows all the elements which are under all the System [User] bin directories. This directory is created by the system when an IPBrowse license is found in the database. It is visible by all the users but no one can modify, delete or publish it, nor add a bin or bin directory directly under this directory. Expanding the Users Bin Directory view displays the System [User] bin directories for all the users: 
	**System [User] Bin Directory**: shows all the elements which are in the bins and bin directories for the selected user. Expanding a System [User] Bin Directory view displays all the bins and bin directories for the selected user (here: pge). Its name contains the user logging ID.  This directory is created by the system. It is visible by all the users but only the owner of the directory and an administrator can modify, delete or publish it, or add a bin or bin directory directly under this directory.
	System [User] Bin created by the system for the selected user. Its name contains the user logging ID. It shows all the elements put in it by the selected user. It is visible by all the users but only the owner of the bin and an administrator can modify, delete or publish it, or move this bin.

Tree Branch / Sub-Branch	Description
	[User] Bin: created by the selected user under its System [User] bin directory. It shows all the elements put in it by the selected user.
	[User] Bin Directory: created by the selected user under its System [User] bin directory. It shows all the elements put in it by the selected user.

Bin Contextual Menu

From the Bins node, different contextual menus can be accessed by right-clicking the Bins tree node, a bin directory or a bin.

The commands are described hereafter.

Set as work bin
Sets the selected bin as the Work bin.

Send to
Provides a list of possible destination targets to which the selected bin and its content can be sent.
The available targets are the targets set from the Remote Installer and the Xsquare targets set from Xsquare.

Backup to nearline
Provides the list of nearline destinations to which the selected bin and its content can be sent.

Publish
Opens the Publish window in which you can specify the user groups the selected bin or bin directory should be published to.
The bin or bin directory will be published to the selected groups, providing that they have the adequate rights.

New bin
Opens the Create a New Bin window where you can specify the name of the new bin.
This is available from a bin directory or from the Bins node of the tree view. Not available from a bin nor from the Users bin directory.

New directory
Opens the Create a New Directory window where you can specify the name of the new directory.
This is available from a bin directory or from the Bin node of the tree view. Not available from a bin nor from the Users bin directory.

Delete selected
Deletes the selected bin or directory.
Click **Yes** in the confirmation window that appears to delete the bin or bin directory.
This is not available from the Users bin directory, from any System [user] bin directory, nor from any System [user] bin.

Rename selected
Opens a window where you can change the name and description of the bin or bin directory.

Properties
Displays information related to the owner and the groups the selected bin or directory has been published to.

Keyboard Shortcuts

The following shortcuts can be used in the Tree view:

Key	Action / Behavior
Up Arrow	Select the previous line
Down Arrow	Select the next line
Left arrow	Collapses the branch
Right Arrow	Expands the branch

2.4.4. Quick Text Search Area

Introduction

The Quick Text Search is used to perform a search based on free text entered in the **Quick Text Search** field. This field is available on the top of the Elements grid.

The search is performed on the selected tree branch.

See section "Quick Text Search" on page 46 for details on the various ways to use this function.

Quick Text Search Associated Buttons

The following table gives a description of the buttons located next to the **Quick Text Search** field. These buttons may be used not only for the Quick Text Search function but also for the other search functions in the grid.

Interface Element	Description
	Applies the search again and refreshes the Elements grid.
	Displays the Syntax Rules list. See section "Quick Text Search Syntax Rules" on page 48.
	Clears the applied Quick Text search.
	Refreshes the entire interface.

2.4.5. Elements Grid

Introduction

The Elements grid represents the content of the tree branch selected in the Tree view. It can also returns the result of a search applied with a filtering tool to the elements of a selected branch of the Tree view.

XT clips and files are displayed for the **All Clips** and the **Bins** branches. The Clips branch also lists the record trains from the servers present on the XNet. They appear with the same icon as an XT high resolution clip.

A thumbnail can be displayed for each element by clicking the button.

In the grid, elements are presented in rows and all their associated parameters and metadata are in columns.

Clip Element Types

A clip is a logical entity that contains A/V media and can include several physical resources (clips and/or files).

A clip element is the physical resource inside the clip: XT clip or nearline file.

A clip and its clip elements share the same TC IN, TC OUTand metadata set.

A clip can contain up to six types of clip elements and each of them is identified in the Elements grid by a distinct icon, as detailed in the table below.

Icon	Clip Element	Description
	XT high resolution clip	high resolution clip or growing clip stored on an EVS video server.
	XT low resolution clip	low resolution clip or growing clip stored on an EVS video server.
	on-line high resolution nearline file	high resolution file stored in nearline folders, IP drive is on-line (accessible and managed).
	on-line low resolution nearline file	low resolution files stored in nearline folders, IP drive is on-line (accessible and managed).
	off-line high resolution nearline file	high resolution files stored in nearline folders, IP drive is no more on-line.
	off-line low resolution nearline file	low resolution files stored in nearline folders, IP drive is no more on-line.

In the Elements grid, the Clip Elements column shows the icons for the different clip elements making up the clip.

Note
There can be several copies of the same element within a clip.

Grid Header Contextual Menu

Right-clicking the grid header displays the grid contextual menu.

The options are described in the following table:

Option	Description
Hide	Hides the selected column.
Organize	The Select Columns window opens and allows the users to select the columns to display and their order.
Save grid organization	Saves the organization of the grid as it is displayed (columns selection, order and size). It is saved by each user. Therefore, this organization will be retained the next time the user logs in and opens the application.
Reset grid organization	Sets back the grid to the default grid organization.

Sorting the Elements in the Grid

At start of the application, items are sorted with most recent on top.

You can change the sort order of elements in the grid by clicking the column header for the parameter according to which you want to sort the elements.

The column header which is used for sorting is highlighted in blue. The little triangle indicates the sorting order. Clicking the column header again changes the sorting order from ascending to descending or vice versa.

Organizing Columns

Columns can be resized and/or re-ordered. This new organization is automatically saved and remembered. However, it is also possible to reset the column organization to the default organization.

Resizing Columns

A column can be resized by using the mouse pointer over columns intersection and dragging it to the right or to the left.

Selecting Columns to Display

To select the columns to display in the grid, proceed as follows:

1. Right-click the column header area.

A menu is displayed.

2. Select **Organize**.

   The Select Columns window opens and the right pane shows the list of columns in the current order.

3. To select the column(s) you wish to add to the view, do one of the following actions:
   - in the left pane, double-click the column(s) you wish to add to the view
   - select them in the left pane and click the right arrow
   - drag them onto the Visible Columns area.

   Use **CTRL + click** to select a list of non-contiguous columns.

   Use **SHIFT + click** to select a list of contiguous columns.

4. To select the column(s) you wish to remove from the view, do one of the following actions:
   - on the right pane, double-click the column(s) you wish to remove from the view
   - select them on the right pane and click the left arrow
   - drag them onto the left pane.

   Use **CTRL + click** to select a list of non-contiguous columns.

   Use **SHIFT + click** to select a list of contiguous columns.

5. Click **OK**.

Ordering Columns

To change the columns order, proceed in one of the following ways:

Select a column header and drag it to the left or right to the required place:

OR

1. Right-click the column header area.

   A menu is displayed.

2. Select **Organize**.

   The Select Columns window opens and the right pane shows the list of columns in the current order.

3. Drag the selected column to the required position in the Visible Columns pane.

4. Click **OK**.

Resetting the Column Organization to the Default One

Users can reset the column organization to the default one (columns selection, order, size,...). This will be done for all types of items at once.

To do so, proceed as follows:

1. Right-click the column headers area.

2. Select **Reset Grid Organization**.

Resetting the List of Columns back to the Default One

Users can reset the list of columns displayed in the grid to the default one. This will be done only for the type of items currently selected from the Tree view.

To do so, proceed as follows:

1. Right-click the column header area.

   A menu is displayed.

2. Select **Organize**.

   The Select Columns window opens.

3. Click **Back to Default**.

Clip Contextual Menu

The Clip contextual menu is available when right-clicking a clip in the Elements grid. It gives access to the actions that can be performed on clips.

Note
No contextual menu is available from a record train.

The following commands are listed in the Clip contextual menu:

Cut
Cuts the selected clip.
Only available from the Clips tab when a Bins tree branch is selected.

Copy
Copies the selected item. It can then be pasted into the clipboard or in a bin.

Paste
Pastes a shortcut of the copied clip into the selected bin.
This option is available from the Elements grid when an clip has been copied and a bin is now selected.

Send to
Provides a list of possible destinations to which the selected clip can be sent. Possible destinations are:

- the user's default bin
- the user's default playlist
- any target destination visible on the GigE network that has been defined in the Remote Installer (CleanEdit targets, Avid targets, Final Cut Pro targets, File targets, EVS servers targets).
- any target that has been defined in the connected Xsquare.

Backup to Nearline
Used for the storage or the backup of the selected clip to the default nearline or to a nearline directory.
Provides a list of possible nearline destinations to which the selected item can be sent as file, that is to say any destination folder visible on the GigE network that has been defined in the Remote Installer to allow transfer. The file format is defined in the Remote Installer.
Users can access the A/V material of nearline folders in IPDirector, or restore it on an EVS server.

Copy by GigE

Copies a clip from an EVS video server to another one by the way of the Gigabit network, as long as the servers have an operational GigE connection. This menu lists all the EVS video servers that have a GigE address with sub-menus to select server pages.

Restore to XT

Restores the clip to an EVS video server. This can be:

- the default server.
  The default server is defined in the XNet network page of the Remote Installer.
- one of the EVS video servers with GigE address present on the network.
  A submenu is available from each EVS video server to select the server page where you can restore the clip.

The system restores the clip portion between the IN and OUT points.

Publish

Opens the Publish window to publish the selected clip, or clip element within the clip, to selected groups of users.

Delete

Allows the deletion of the selected clip.
This option is not available if the clip is part of a playlist or if it is currently loaded on a player channel of an EVS video server.
When this option is selected from the **Bins** view, it deletes the selected clip from the bin and from the actual clip location.

Delete Selected Clip Elements

This option is only visible by high-low browsers.
The Delete window is then displayed and allows you to select the clip elements to delete.

View Key Clip

This option is unavailable.

Edit

Opens the Edit Clip window, similar to the Save Clip window, from which the user can modify the clip information.

Modify T/C IN or Date

Opens the Modify T/C In or Date window from which the user can modify the IN timecode or the date of the clip.

Generate XML Metadata

The XML file is synchronized for the selected clip, provided that the IPDirector workstation has been configured as master. With workstations configured as slave, an error message is displayed when using this option.

Protect

Allows you to protect a clip from deletion:

- A **Protect** icon appears in the **Protect** column of the Elements grid when the clip is protected.
- A message will warn the IPDirector users or the Multicam users who would try to delete the clip.

Unprotect

Allows you to unprotect the selected clip when it has been protected from IPDirector (or IPClipLogger).

Duplicate
Opens the Duplicate Clip window where you can specify the location (LSM ID) on an EVS video server of the XNet Network where the copy of the clip must be stored.

Move
Opens the Move Clip window where you can specify the location on an EVS video server of the XNet Network where the clip must be moved.
This command is not available for files.

Link
Allows you to link selected clips manually. It is only possible to link clips that are not already associated with other clips.

Unlink
Allows you to unlink the clips linked to the selected clips.

Properties
Displays information related to the owner and the groups the selected item has been published to.

Operations Allowed from the Elements Grid

Besides the actions available from the Clip contextual menu, the following operations are possible from the Elements grid:

Operation	Resulting action
Click on an element line	Simply selects the element.
Double-click or press **Enter** on an element line	Loads the element on the Player pane. See section "Loading Media" on page 53

Transfer Status Icons

The **Status** column of the Elements grid gives information on the transfer status of the selected clip. The table below gives the meaning for most of the icons which can appear in this column.

With the **Backup to Nearline** option, the **Copy by GigE** option and the **Send to** option (for targets set from the Remote Installer), the icon displayed varies according to the selected option and its color gives indication on the transfer status. Icons for destinations targets may have been customized from the Remote Installer.

Icon	Description
Send to Targets (set from Remote Installer)	
	The item is still in the process of being sent to the file target.
	The item is still in the process of being sent to CleanEdit application.
	The item is still in the process of being sent to Avid.
	The item is still in the process of being sent to FCP.

Icon	Description
	The item has been successfully sent to the file target.
	The item has been successfully sent to CleanEdit application.
	The item has been successfully sent to Avid.
	The item has been successfully sent to FCP.
	Item for which the transfer to target has failed.
	Item for which the transfer to CleanEdit application failed.
	Item for which the transfer to Avid failed.
	Item for which the transfer to FCP failed.
Backup to Nearline	
	The item is still in the process of being backed up to a nearline.
	The item has been successfully backed up to a nearline.
	Item for which the backup to a nearline failed.
Copy by GigE	
	The item is still in the process of being sent to an EVS video server through the GigE network.
	The item has been successfully sent to an EVS video server through the GigE network.
	Item for which the transfer to an EVS video server through the GigE network failed.

With the **Send to** option (for targets set from Xsquare), the icon displayed corresponds to the icon selected in Xsquare for that target. An additional icon is displayed over the first one and gives indication on the transfer status.

Transfer Status Icon	Description
Send to targets (set from Xsquare)	
	The item is still in the process of being sent to the target.
	The item has been successfully sent to the target.
	Item for which the transfer to the target has failed.

Clip Protection

Clips can be protected by Multicam users or other IPDirector (or IPClipLogger) users. The clip protection will not prevent other users from deleting the clips. However, it will warn them that the clip is protected and should not be deleted.

Within IPDirector (or IPClipLogger), you can protect and unprotect a clip mainly from the contextual menus or during the creation of a clip.

Note
When you protect a XT hi-res clip, the lo-res version (if present) is protected automatically and vice versa. Then, two icons will be displayed, one for each XT clip. The protect feature does not affect hi-res or lo-res files.

If a clip is protected by the IPDirector protocol, the **Protect** icon (hi-res) or (lo-res) appears in the **Protect** column of the element.

If the clip is protected by another protocol, the **Protect** icon (hi-res) or (lo-res) appears in the **Protect** column.

Note
It is possible to protect a clip via IPDirector if it is already protected by another protocol. This will ensure that the clip remains protected even if it is unprotected later by the other protocol.
From IPDirector, it is not possible to remove the clip protection defined by another protocol.

2.5. Clip Infos Pane

2.5.1. Purpose

In both Live and Player modes, the Clip Infos pane is used to create a clip and to enter clip metadata for the clip being created. In Player mode, the associated Player pane is used to view the media to be logged and to browse the media. When an existing clip is loaded on the Player pane, the Clip Infos pane displays the clip metadata.

2.5.2. Overview of the Clip Infos Pane

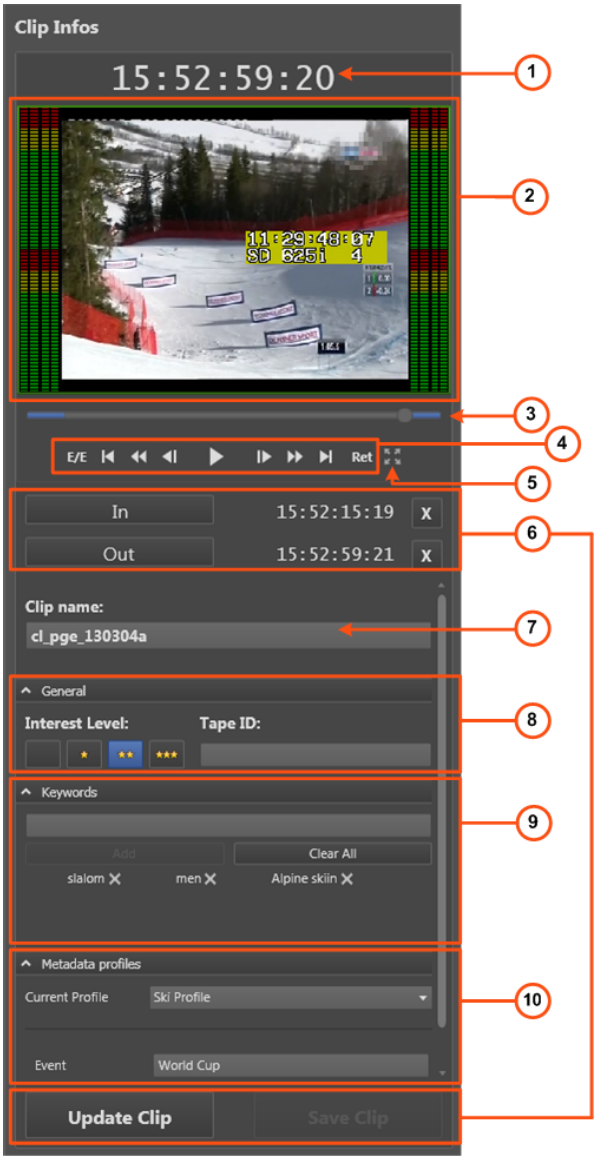
Introduction

The layout of the Clip Infos pane slightly differs between the Player Session tab and a Live Session tab.

Illustration

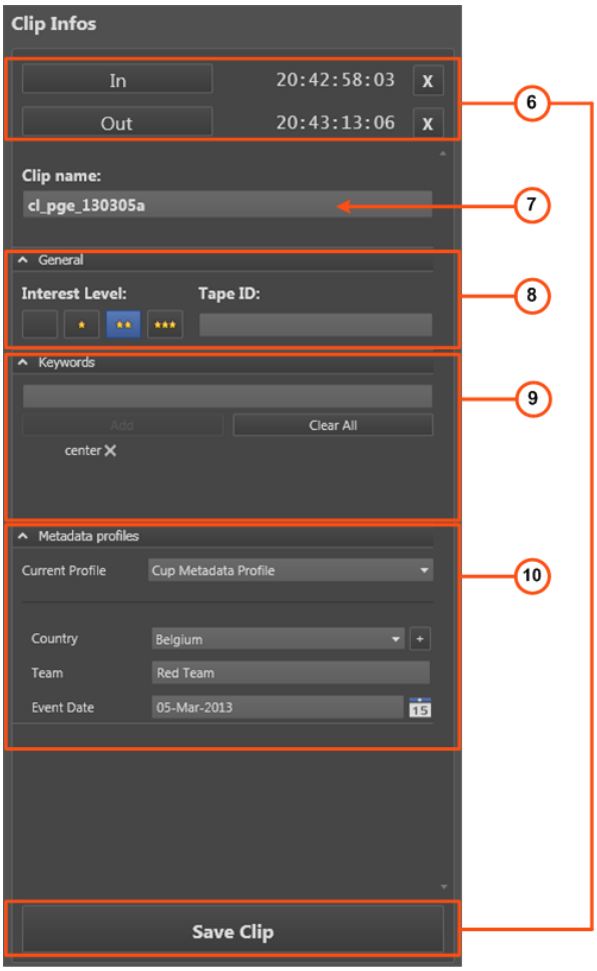
Player Session Tab

The Clip Infos pane of the Player Session tab contains the areas highlighted on the screenshot below:



Live Session Tab

The Clip Infos pane of a Live Session tab contains the areas highlighted on the screenshot below:



Area Description

The table below describes the various parts of the Clip Infos pane:

Area		Description
1.	Current Timecode field	This field provides the current timecode of the loaded media. See section "Timecode Fields Display" on page 28. In Player mode, it allows to jump to a specific timecode. See section "Jumping to a Given Timecode" on page 69.
2-5	Player pane	The Player pane is only displayed in the Player Session tab.
2.	Video Display and Audiometers	This area displays the media loaded on the Player. See section "Video Display" on page 28. It may also show audiometers for audio monitoring. See section "Audio Level Monitoring" on page 30.

Area		Description
3.	Jog bar	The jog bar allows you to move within the media at a variable speed. See section "Jog Bar" on page 31.
4.	Transport commands	Those commands are used to load, browse in and play the loaded media. See section "Transport Buttons and Shortcuts" on page 64 for the list of transport buttons, shortcuts and ShuttlePro keys. The E/E function and the Ret function are described in section "Loading a Train or a Recording Ingest in Player Mode" on page 55.
5.	Maximize button	This button is used to maximize the player on a second screen. See section "Player Full Screen Mode" on page 32.
6.	Clip Creation commands	Those commands are used to create a clip from the loaded media. See section "Clip Creation Buttons and Shortcuts" on page 73 for the list of clip creation buttons, shortcuts and ShuttlePro keys. The area also displays the timecode of the IN point, next to the **IN** button, and the timecode of the OUT point, next to the **OUT** button.
7.	Clip name	Free text field used to enter a name for the clip being created.
8.	General information	This area can be used to associate an interest level to the clip and to enter a reference for a tape ID. Four **Interest Level** buttons allow users to assign an interest rating to a clip: from no star to 3 stars. The selected interest level is blue. The default value is the no star level.
9.	Keywords	This area allows the selection of keywords to associate to the clip. See section "Assigning Keywords to Media" on page 91. They will appear in the **Keywords** and/or the **Participants** columns of the Elements grid for the corresponding clip. When logs will be created for the clip, those keywords will also appear in the **Parent Keywords** and/or the **Parent Participants** columns of the Logs grid.
10.	Metadata Profiles	This area can be used to associate a metadata profile to the clip. Doing this, all the user fields which make up the metadata profile appear and can be filled in by users. See section "Metadata Profiles" on page 33.

The General, Keywords and Metadata Profiles areas can be expanded, or collapsed, by clicking the arrow at the beginning of each section.

Note
The **Keywords Grid** button can be located on the top right of the Clip Infos pane in case the Logging pane is hidden.

2.5.3. Timecode Fields Display

Information displayed in the **Current Timecode** field and in the **TC IN** and **TC OUT** fields can be changed as follows:

1. Right-click the **Timecode** field.

   A contextual menu with the following options is displayed:

   - Timecode
   - Timecode and date
   - Timecode and date and TC type
   - Timecode and TC type
2. Select one of the options.
3. When the TC type is displayed, right-clicking it in the **Timecode** field allows to shift from one TC type to the other (LTC or user).
4. When the date is displayed, clicking it in the **Timecode** field opens a calendar for date selection.

2.5.4. Video Display

Video Display

The background of the Player pane is gray when no media is loaded or when the loaded media contains an on-line hi-res element.

Video Display Contextual Menu

A contextual menu is accessible by right-clicking the Video Display of the Player pane when a media is loaded. It gives access to audio parameters. See section "Audio Configuration and Monitoring" on page 28 for more information.

2.5.5. Audio Configuration and Monitoring

Audio Parameters

Audio parameters are accessible by right-clicking the Video Display of the Player pane when a media is loaded.

OCX Audio Configuration

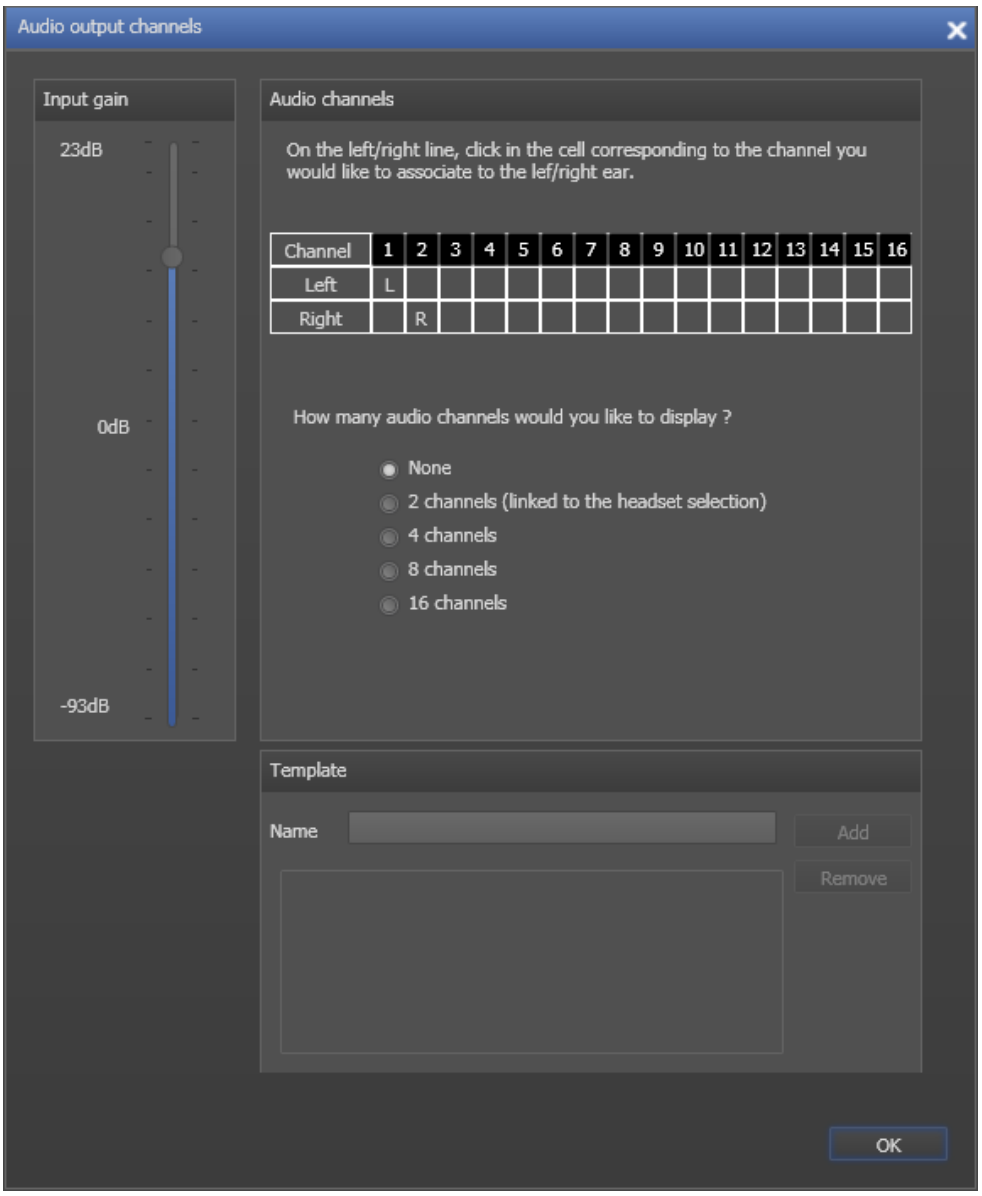
Opens the Audio Output Channels window allowing the selection of audio channels to be listened to and the selection of the number of audio channels for the audiometers display. See sections "Audio Configuration" on page 29 and "Audio Level Monitoring" on page 30.

Audio Configuration

To select the audio channels you want to listen to, proceed as follows:

1. Right-click the Video Display.
2. Select **OCX Audio Configuration** from the contextual menu.

   The Audio Output Channels window opens.



3. On the **Left** line, click the cell corresponding to the channel you want to associate to the left ear.
4. On the **Right** line, click the cell corresponding to the channel you want to associate to the right ear.
5. If required, adjust the input gain.

6. For an easy retrieval of the configuration, you can save it:
   - Enter a name in the **Template Name** field
   - Click the **Add** button.
7. Click **OK**.

The audio configuration is automatically applied.

Audio Level Monitoring

The audio level can be monitored with audiometers on the sides of the Video Display.

To select the number of audio channels to be displayed, proceed as follows:

1. Right-click the Video Display.
2. Select **OCX Audio Configuration** from the contextual menu.

   The Audio Output Channels window opens.
3. Click the radio button corresponding to the number of audio channels to display.

The audiometers are shown on the Video Display sides.

- Example for a selection of 2 channels:

- Example for a selection of 16 channels:

2.5.6. Jog Bar

The jog bar display differs according to the loaded element.

Clip

When a **clip** is loaded, the Jog bar is a graphical representation of its duration and its guardbands.

- The blue sections represent the guardbands before the IN point and after the OUT point.
- The gray section between the guardbands represents the clip length, between the IN point and the OUT point.
- The bullet indicator shows the current relative position in the clip.

Train

When a local **train** is loaded, only the gray section is displayed:

The bullet indicator shows the current relative position in the train. It is at the extreme right when the current position is on the head of train (E/E).

Recording Ingest

When an **ingest being recorded** is loaded, the bullet indicator cannot be moved further to the right than the current timecode position being recorded.

Log

When a **log** is loaded, the bullet indicator stands on the log timecode.

Clip being Created

When a **clip is being created**, the following indicators appear :

- A green position indicator is shown when the **IN** button has been clicked and represents the temporary IN point position until the **UPDATE CLIP** button or the **SAVE CLIP** button is clicked.
- A red position indicator is shown when the **OUT** button has been clicked and represents the temporary OUT point position until the **UPDATE CLIP** button or the **SAVE CLIP** button is clicked.

2.5.7. Player Full Screen Mode

The **Maximize** button , or the keyboard shortcut, puts the Player pane in full-screen mode.

The Video Display moves on a second screen. All the other user interface elements from the Player pane stay on the initial screen.

Shortcuts remain usable. Controls appear at the bottom of the screen when keeping the mouse over the area.

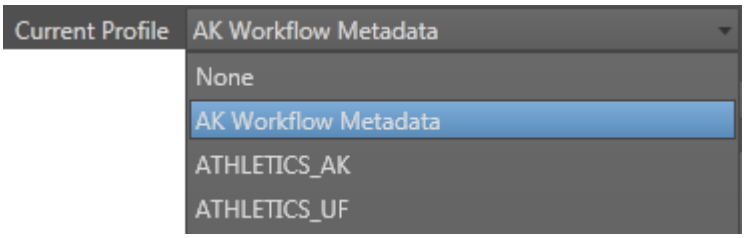
This mode can then be exited by clicking the **Maximize** button again or by pressing the **Escape** key.

2.5.8. Metadata Profiles

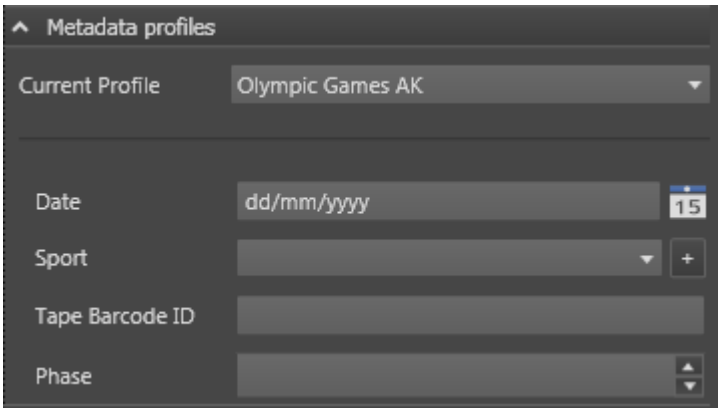
Purpose

A metadata profile is made of a set of user fields which are managed together.

Metadata profiles are created in IPDirector. IPClipLogger users may only select one of the metadata profiles that they are allowed to use from the Current Profile list.



At clip creation, as soon as a metadata profile is selected in the Clip Infos pane, all the user fields composing the profile are displayed and users can enter specific values for each of them.



Then, columns dedicated to the user fields headings can be displayed in the Elements grid and user fields values can be used in searches with the Quick Text Search.

User Field Types and Display

Several types of user fields can have been defined at the metadata profile creation.

All the types of user fields are listed hereafter with the way they appear in the element metadata area.

Text (64 characters)

The **Text** user field type will appear on screen as a free-text field:

Memo (text, unlimited number of characters)

The **Memo** user field type will appear on screen as a free-text field:

TC (for Timecode)

The **TC** user field type will appear on screen as a timecode field:

Date

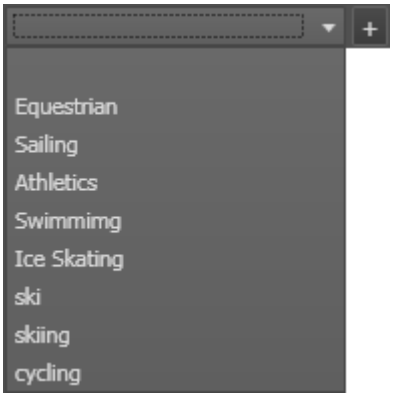
The **Date** user field type will appear on screen as a Date field with a **Calendar** button giving access to a calendar:

Number

The **Number** user field type will appear on screen as a field with up and down arrows to increase or decrease the value.

Predefined Text Values (64 characters)

The **Predefined Text values** user field type will appear on screen as a drop-down list displaying all the values which have been created for the user field:



A **+** button displayed on the right of the combo box allows you to add additional values in the list of predefined values.

When this user field type is selected, the expanded Add New User Field window is displayed and gives the users the choice between two options.

2.6. Logs Panes

2.6.1. Purpose

The Logging pane is used to create logs on a loaded media and to associate metadata to them.

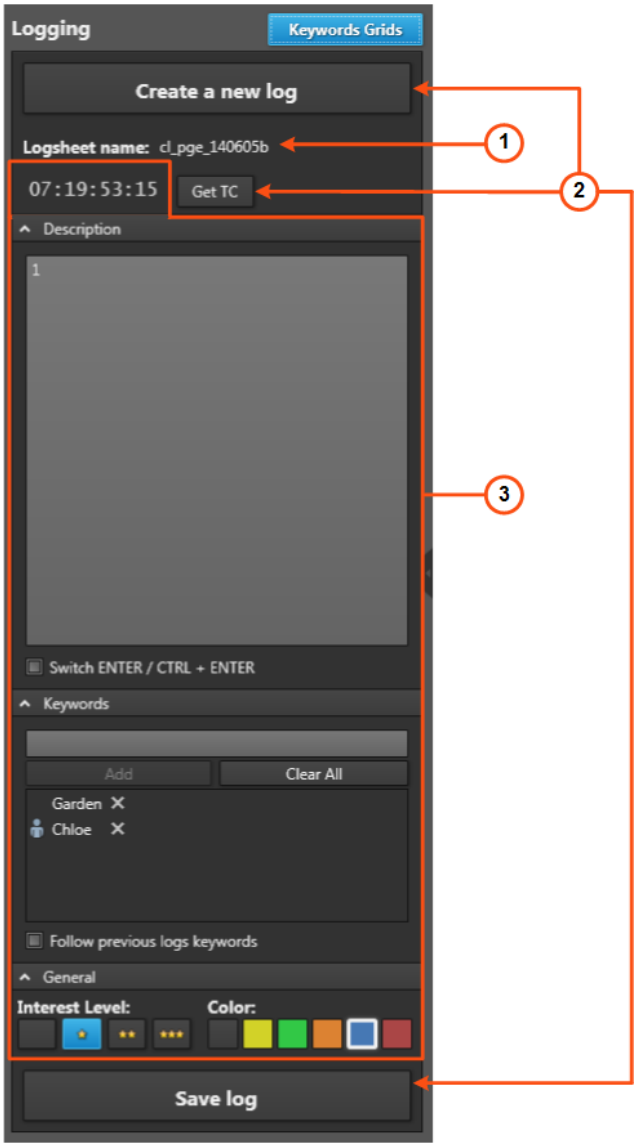
The Associated Logs pane displays the list of logs for a loaded clip or for the clip being logged and provides a Quick Text Search area to filter the logs.

Both panes are identical in a Live Session tab and in the Player Session tab.

2.6.2. Overview of the Logging Pane

Illustration

The Logging pane contains the areas highlighted on the screenshot below:



Area Description

The table below describes the various parts of the Logging pane:

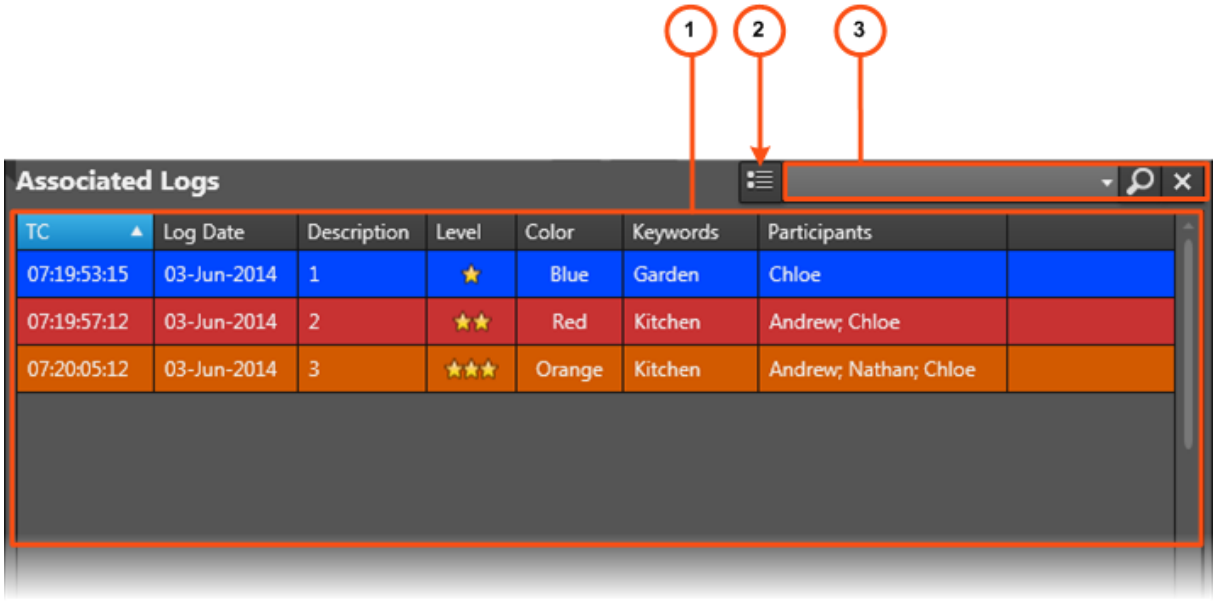
Area		Description
1.	Log Sheet name	This area displays the name of the log sheet associated to a clip which contains saved logs. See sections "Live Logging" on page 84 and "Retroactive Logging" on page 87.
2.	Log Creation buttons	Those commands are used to create a log on the loaded media. See section "Log Creation Buttons and Shortcuts" on page 82 for the list of log creation buttons and shortcuts.
3.	Log Info area	The Log Info area is used to add keywords, a description, an interest level and a color to each log. It contains the **Log Timecode** field which shows the timecode of the current log. See section "Log Info" on page 38.

Note
The **Keywords Grid** button is described in section "Keywords Grids" on page 40. It can be located on the top right of the Clip Infos pane in case the Logging pane is hidden.

2.6.3. Overview of the Associated Logs Pane

Illustration

The Associated Logs pane contains the areas highlighted on the screenshot below:



Area Description

The table below describes the various parts of the Associated Logs pane:

Area		Description
1.	Logs grid	The Logs grid lists all the logs associated to the clip loaded on the Player pane or to the clip being created in the Player or Live tab. See section "Logs Grid" on page 39.
2.	Switch to Thumbnail View button	This button switches the view of the database content, or the results of a search, from a simple view to a view with thumbnails.
3.	Quick Text Search area	The Quick Text Search area provides functions to perform quick text searches in the Logs grid. Its use and its associated buttons are similar to the Quick Text Search area of the Elements grid. See section "Quick Text Search Area" on page 16.

2.6.4. Log Info

The list below describes all the fields and buttons displayed in the Log Info area. They relate to a log being created or to the log loaded on the Player pane.

Log Timecode
This read-only field displays the log timecode of the current log. It is grabbed from the preview recorder in a Live session or the loaded train or clip in the Player session.
The timecode display can be changed by right-clicking this field and selecting an option from the menu. See section "Timecode Fields Display" on page 28.

Description
This field is used to add a free text description to the log.
This will appear in the **Description** column of the Logs grid for the corresponding log.

Switch ENTER / CTRL + ENTER
This option determines the behavior of the **ENTER** shortcut and the **CTRL+ENTER** shortcut.
When the checkbox is selected:
- **ENTER** validates the log
- **CTRL+ENTER** goes to the next line in the **Description** field.

When the option is not selected, the behavior of the two shortcuts is reversed.

Keywords
This area allows you to assign up to fifty keywords to a log to qualify its content.
See section "Assigning Keywords to Media" on page 91 for more information on how to assign keywords to media.

Follow Previous Logs Keywords checkbox
This checkbox is used to keep selected keywords from one log to another. When the checkbox is selected, the keywords entered for a log are automatically kept for the next log created.

Interest Level buttons
The **Interest Level** buttons allow users to assign an interest rating to a log. Four interest levels can be defined, from no star to 3 stars. The background of the button corresponding to the selected interest level is blue. The default value is the no star level.

Highlight Colors
These buttons are a set of colors which can be used to categorize the logs. The gray button lets the log without any associated color. The log line will be highlighted with the selected color in the Logs grid and the Elements grid. The operator can then search on the colors in the grids.

2.6.5. Logs Grid

The Logs grid represents the list of saved logs for the clip loaded on the Player pane or for the clip being created.

Logs are presented in rows and all their associated parameters and metadata are in columns. They are highlighted with the color which has been associated to them at creation.

A thumbnail can be displayed for each element by clicking the button.

The display of the Logs grid is managed in the same way as the Elements grid is. Users can display, hide, resize or re-order columns, and sort the logs in the grid. See section "Elements Grid" on page 17 for a description of all those operations.

2.7. Keywords Grids

2.7.1. Purpose

The Keywords Grids pane give access to keyword grids and cascading grids used to assign keywords to clips and logs.

Keyword grids and cascading grids are created in IPDirector. IPClipLogger users may display one or several of them but cannot manage the addition, update or deletion of keywords in grids.

A cascading grid displays sets of keywords according to a waterfall effect. Clicking a keyword button from the first set displays a second set of keywords related to the parent keyword. Then, clicking a keyword button from the second set displays a third set of keywords related to the second keyword, and so on.

These cascading grids will be a source to associate keywords with the various types of media.

The Keywords Grids pane is displayed by clicking the **Keywords Grids** button in the Player Session tab or in a Live Session tab. The **Keywords Grids** button background is then highlighted.

When a new logging session is open, the grids displayed are the same as those from the first tab. Afterwards, grids from the different tabs can evolve independently.

The Keywords Grids pane can be hidden by clicking the **Keywords Grids** button again.

See section "Assigning a Keyword from a Keyword Tool" on page 93 for a description of the procedures to follow to use keyword grids and cascading grids for the addition or deletion of keyword(s) to a clip or a log.

2.7.2. Overview of the Keywords Grids Pane

Illustration

The Keywords Grids pane contains the areas highlighted on the screenshot below:

Area Description

The table below describes the various parts of the Keywords Grids pane:

Area		Description
1.	Keyword Mode icon	This icon displays either or depending on the pane currently active: Clip for the Clip Infos pane, Log for the Logging pane. So, it gives indication on the element the keyword will be assigned to.
2.	Keyword Sources List field	This field gives the list of available keyword grids and cascading grids. It allows the selection of the grid(s) to be displayed.
3.	Add Grid button	This button is used to display the grid just selected in the **Keyword Sources List** field.
4.	Keywords grid and Cascading grid	This area displays the keyword grid(s) (KG) and/or the cascading grid (s) (CG) selected from the **Keyword Sources List** field. Keywords may be highlighted with a different color. The background and foreground colors of a keyword are set within IPDirector and cannot be changed from IPClipLogger. As soon as a keyword is assigned to a clip or log, it is displayed on a blue background:
5.	Keywords Display buttons	Four buttons are available to choose the size of the keyword buttons displayed in the grid.
6.	Remove Grid button	This button is used to hide the corresponding grid.

2.7.3. Keyword Types

A distinction can be made between standard keywords and participant keywords. The participant keywords can be used for the competitor or player names. The standard keywords can be used for actions.

By default, the keywords are defined as standard keywords.

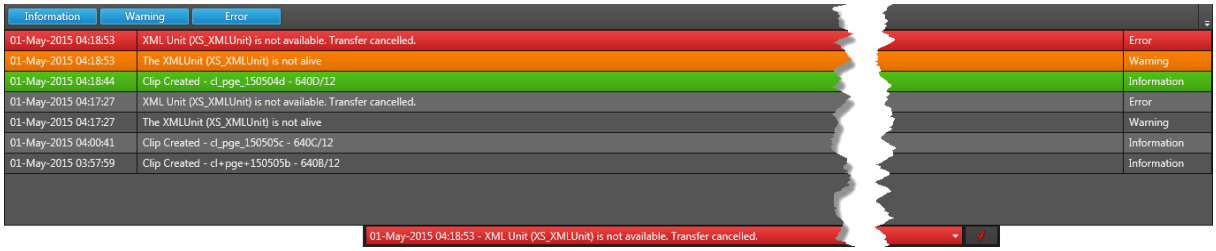
The participant keywords are differentiated by a little blue icon next to the keyword in the keyword grids.

2.8. Message Pane

2.8.1. Purpose

The **Message** field displays the most recent message.

The Message panel expands by clicking the **arrow** on the right of the **Message** field. It provides a quick display of the information, warning and error messages generated during the current session.


Information
Warning
Error
01-May-2015 04:18:53 XML Unit (XS_XMLUnit) is not available. Transfer cancelled. Error
01-May-2015 04:18:53 The XMLUnit (XS_XMLUnit) is not alive Warning
01-May-2015 04:18:44 Clip Created - cl_pge_150504d - 640D/12 Information
01-May-2015 04:17:27 XML Unit (XS_XMLUnit) is not available. Transfer cancelled. Error
01-May-2015 04:17:27 The XMLUnit (XS_XMLUnit) is not alive Warning
01-May-2015 04:00:41 Clip Created - cl_pge_150505c - 640C/12 Information
01-May-2015 03:57:59 Clip Created - cl+pge+150505b - 640B/12 Information
01-May-2015 04:18:53 - XML Unit (XS_XMLUnit) is not available. Transfer cancelled.

2.8.2. Messages Display

The messages include the following information:

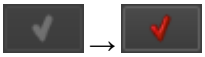
- the date and time when the message was generated
- the message itself

The messages are highlighted on a different background color depending on the type of message.

- An information message is highlighted in green.
- A warning message is highlighted in orange.
- An error message is highlighted in red.

2.8.3. Message Acknowledgment

As soon as a message appears, the **Acknowledge** button turns red.

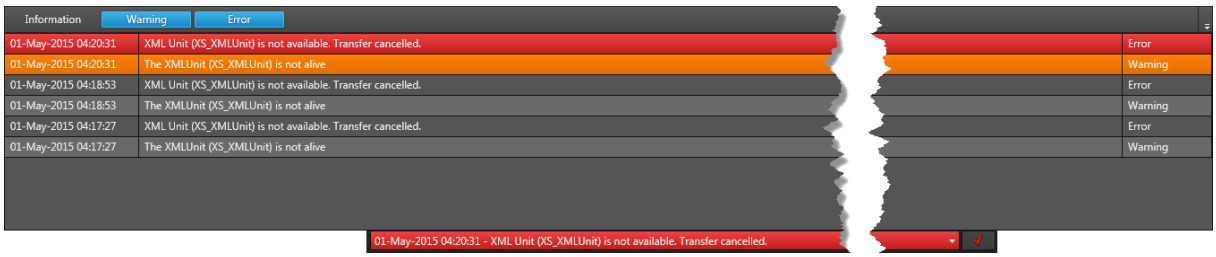


Users can acknowledge the message by clicking the button. This changes the background of the message to gray.

This helps the users to distinguish the messages that have been dealt with from the ones that have not.

2.8.4. Messages Filter

Messages can be filtered according to their type thanks to the **Message Type** buttons displayed on the top left corner of the expanded **Message** field: **Information**, **Warning**, **Error**.



By default, all the filters are enabled and all the buttons have a blue background.

To disable a filter and remove the corresponding messages from the list, users must click the **Message Type** button for that filter. The button is then displayed on a gray background.

3. Working with Multiple Logging Sessions

3.1. Introduction

On some occasions, users work on several events at the same time and need to have more than one logging session at their disposal. The IPClipLogger is able to manage this case and offers the possibility to open up to five tabs from which it is easy to switch.

The first time the application is opened, two tabs are shown. The first tab always displays a session in Player mode and cannot be closed. The second tab is dedicated to a Live session and can be closed.

All the other tabs that users would create are automatically set to work in Live mode.

Each logging session is completely independent of the other ones. This means that there is no interaction on the work performed on each of them.

3.2. Managing Several Logging Sessions

To open a new logging session, press the

+ keys or click the **+** button on the right of the tabs series.

A new tab is displayed, entitled **Live Session**. As soon as a main recorder channel has been selected, its name is shown as tab title.

Users can then perform some actions in one tab, switch to another tab, perform actions in the second tab, and switch back to the first tab without losing any work done in any tab.

When a new logging session is open, the keyword grids displayed are the same as those from the first tab. Afterwards, keywords grids from the different tabs can evolve independently.

To close a logging session, press the

+ keys or click the **X** button next to the corresponding tab. The Player Session tab cannot be closed.

4. Searching for Media

4.1. Filtering Tools

Search in the Elements Grid

When the IPDirector database contains large amounts of data, it may become difficult to find a specific element. The IPClipLogger offers several ways to refine the list of elements displayed in the Element grid and speed up your search:

- Branch selection in the Tree view - Select a branch in the Tree view to limit the list to specific item types or only a subset of the Tree view.
- Quick text search - Enter free text in the **Quick Text Search** field to perform a search on a specific string.

A search can also be facilitated by ordering the Elements grid. See section "Elements Grid" on page 17 for more information.

Search in the Logs Grid

The Associated Logs pane also provides a simplified Quick Text Search area to filter the logs displayed in the Associated Logs pane.

4.2. Branch Selection in the Tree

The Tree view allows the users to browse and perform search in the database and the nearline, among all the clips or clips stored in bins. By browsing the tree structure, a selection is made and displayed in the Element grid.

If a Quick Text search has been applied to a branch and not cleared, the filter is remembered when this branch is selected again.

See section "Tree View" on page 13 for a description of the user interface elements of the Tree view.

4.3. Quick Text Search

4.3.1. Purpose and Context of Use

The Quick Text Search function is used to perform a search based on free text entered in the **Quick Text Search** field. This field is available on the top of the Elements grid:

The Associated Logs pane also provides a simplified Quick Text Search area to filter the logs displayed in the Associated Logs pane:

See section "Quick Text Search Associated Buttons" on page 16 for the description of the buttons associated to the **Quick Text Search** field.

The columns that are taken into account for the Quick Text Search are the ones currently visible in the Elements grid. The search is performed on the branch selected in the Tree view.

The filter remains applied until it is cleared with the **Clear** button of the Quick Text Search area.

Users can enter a search string in one of the following ways.

- Entering the search string in full in the **Quick Text Search** field.
- Clicking the arrow next to the **Quick Text Search** field, so the last 10 searches are displayed, and then selecting one of them. See section "Quick Text Search Field Display" on page 48.
- Starting to type a search string in the **Quick Text Search** field, so the Autocomplete function displays a list of proposals, and one of them can be selected. See section "Autocomplete Function in Quick Text Search Field" on page 49.

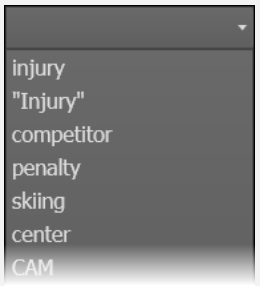
4.3.2. Search for Synonyms

Users have the possibility to perform a search for word synonyms, provided that they have been defined in the database thesaurus file and that the corresponding option has been set in the IPDirector General setting **Freetext searches behavior**.

Then, a search performed with a search string will return the predefined synonyms as well. This function can be used to search for translated words.

4.3.3. Quick Text Search Field Display

The following table shows the various displays for the **Quick Text Search** field, and what they mean:

Display	Meaning
	The field background is gray: No Quick Text Search is applied nor entered.
	The field background is red: The user is typing or has typed a search string, but has not applied it yet, or a search has been applied but the user has typed another search string in the field and not applied it yet.
	The field background is green: The user has applied the search string, by pressing **ENTER**. The result of the Quick Text Search is displayed in the grid.
	The down arrow next to the **Quick Text Search** field gives access to the last 10 searched strings.

4.3.4. Quick Text Search Syntax Rules

The Quick Text Search option obeys specific rules which can be accessed via the **Help** button next to the **Quick Text Search** field: .

The string that you enter in the **Quick Text Search** field is analyzed according to the following set of rules:

Search String	Search Result	Logical Equivalent
Yellow card	Searches for the words yellow and card, even if in two different fields (columns), for example yellow in Name and card in Keywords. For example a clip named "The Yellow Man" with keywords "Red Card" will be found, since it has yellow and card in 2 different fields.	"Yellow" AND "card"
Yellow | card	Searches for yellow or card, even if in two different fields (columns), for example yellow in Name or card in Keywords.	"Yellow" OR "card"
"Yellow card"	Searches for exact matches of Yellow card. Between the quotes, all characters are considered as characters and not operators or wildcards.	"Yellow card"
card*	Searches for card at the beginning of a word.	"card"*
card	Searches for all words that include card.	*"card"*
=card	Searches for a whole field that contains only card. For example, if a field contains yellow card, the =card condition will not return any result.	

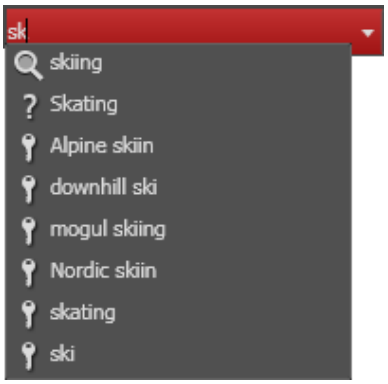
Search operators may be combined.

4.3.5. Autocomplete Function in Quick Text Search Field

Introduction

The Autocomplete function is a help service for the capture of the search string.

As soon as the users start typing in the **Quick Text Search** field, the Autocomplete function provides a list of matching words and sentences known by the system and containing a word beginning with the typed letters.



Warning
Make sure the IP API service is started to be able to use the Autocomplete function.

Result Types in the Autocomplete List

The list displayed below the **Quick Text Search** field is made up of different types of results, as described in the following table.

Icon	Description: **The line displays the result corresponding to the typed letters and …**
	… coming from the **local search history**. Several lines can be displayed, the most recent are shown on the top of the list.
	… coming from the **100 most popular searches** asked to the system since its startup, and launched from the same tree branch. Several lines can be displayed, the most frequent are shown on the top of the list.
	… coming from an **index of words** entered in text fields, such as item name, item source name, item VarID, tape ID, item metadata text. Keywords are not indexed in this list. Several lines can be displayed, sorted alphabetically.
	… corresponding to a **keyword** from a keyword list.
	… corresponding to a **participant** from a keyword list.

How to Perform a Quick Text Search with the Autocomplete Function

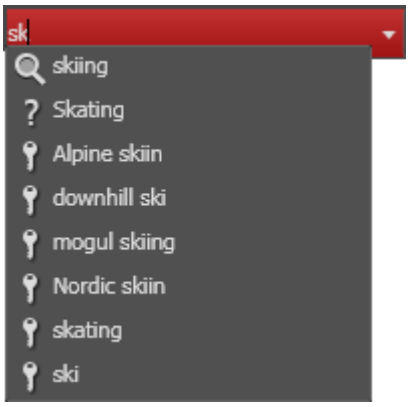
Search on One String of Characters

To perform a Quick Text search, proceed as follows:

1. Select the tree branch you wish to perform a quick search on.
2. Display the columns you wish to perform a quick search on.

3. Type a search string in the **Quick Text Search** field.

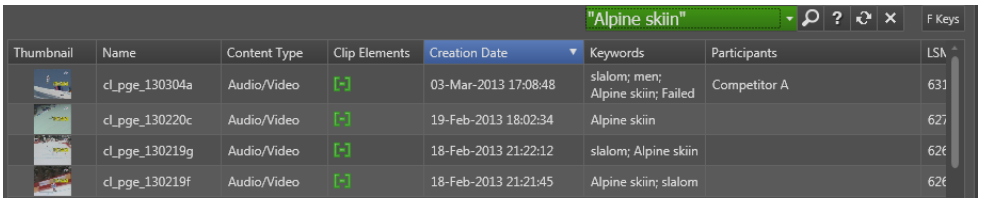
   A list of proposals is displayed as soon as you start to type and it is refined as you go on typing.



4. Select a line by using the mouse or the key.
5. Press **ENTER**.

   The search is launched with the selected proposal.

   The search results are displayed in the grid.



6. To clear the applied Quick Text Search, click the **Clear Quick Text Search** button (white) to the right of the search field.
7. To clear all the filters applied, from the advanced search filters and from the Quick Text search options, click the **Clear All** button.

Search on Two Strings of Characters

To perform a search based on two words, proceed as follows:

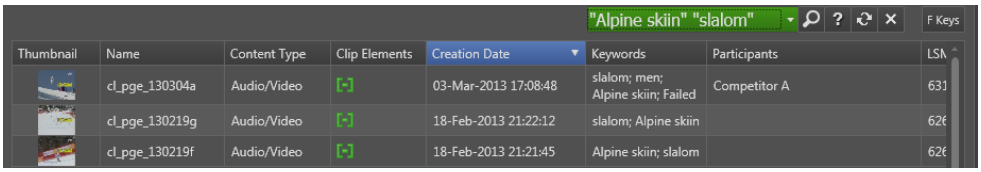
1. Follow steps 1 to 4 from the previous procedure.
2. Press **Space bar** and then start to type a second word.

   A new list of proposals is displayed based on the second word.

3. Select a line by using the mouse or the key.

4. Press **ENTER**.

   The search is launched with the two selected proposals .



5. Loading Media

5.1. Introduction

The meaning of loading media is explained hereafter.

A record train, or train, corresponds to the media being recorded live from a camera and sent to an EVS video server through a recorder channel.

A recording ingest corresponds to the same media for which an IN point has been marked at a specific timecode to start the creation of a clip.

Depending on the workflow, users will choose to work with a Live Session tab or with the Player Session tab. To be able to create clips and logs, they first need to select the media to log. In Player mode, this can be a clip, a recording ingest or a train. In Live mode, this will be at least a single train, or a recording ingest, but several recorder channels or recording ingests can be chosen. They correspond to the different cameras recording the event. In this manual, these actions are called 'loading a train or a recording ingest' in Player or Live mode, or 'loading a clip' on the Player pane.

The IPClipLogger allows users to create clips and logs on different media at the same time. See section "Working with Multiple Logging Sessions" on page 45.

See section "Possible Loading Actions" on page 53 for the list of the possible ways to load different types of media.

5.2. Possible Loading Actions

Various element types can be loaded on the Player pane in different ways.

These actions are listed in the next table.

Action	See section…
Live Mode - Train	
Loading a train by selecting a recorder channel.	"Selecting the Main Recorder" on page 60.
Player Mode - Train	
Loading a train by selecting a recorder channel from the Clip Infos pane or the Elements grid.	"How to Select a Train or a Recording Ingest in Player Mode" on page 55.
Loading a train by selecting a recorder channel with the ShuttlePRO.	"How to Select a Train with the ShuttlePRO" on page 58.
Loading the last loaded train (only in case it was loaded just before the media currently loaded) at its currently recording timecode (E/E).	"How to Reload the Last Loaded Train or Recording Ingest" on page 56.

Loading the last loaded train (only in case it was loaded just before the media currently loaded) at the timecode where the E/E mode was exited (Snap).	"How to Snap back to the Last Loaded Train or Recording Ingest" on page 59.
Loading the source train corresponding to the loaded clip (Ret).	"How to Load the Source Media of a Clip" on page 56.
Loading a train from the previous or next recorder channel	"How to Load the Train from the Previous or Next Recorder Channel" on page 58.
Player Mode - Recording Ingest	
Loading a recording ingest by selecting it from the Clip Infos pane or the Elements grid.	"How to Select a Train or a Recording Ingest in Player Mode" on page 55
Loading the last loaded recording ingest (only in case it was loaded just before the media currently loaded) at its currently recording timecode (E/E).	"How to Reload the Last Loaded Train or Recording Ingest" on page 56.
Loading a linked recording ingest.	"How to Load a Linked Clip" on page 62.
Loading the last loaded recording ingest (only in case it was loaded just before the media currently loaded) at the timecode where the E/E mode was exited (Snap).	"How to Snap back to the Last Loaded Train or Recording Ingest" on page 59.
Clip	
Loading a clip from the Elements grid	"How to Load a Clip" on page 62.
Loading a clip linked to the clip currently loaded	"How to Load a Linked Clip" on page 62.

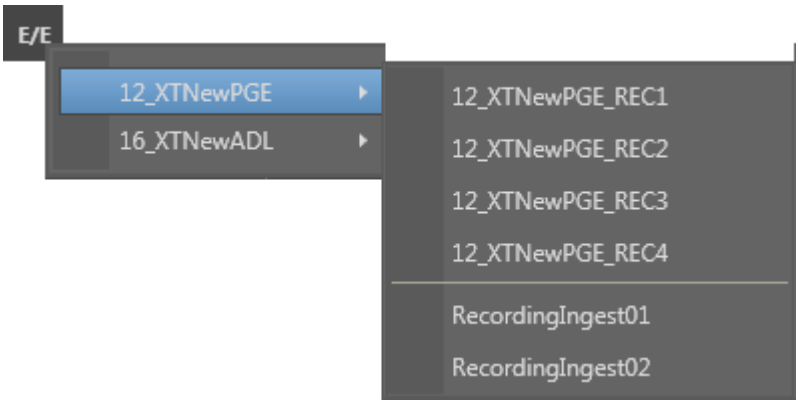
5.3. Loading a Train or a Recording Ingest

5.3.1. Loading a Train or a Recording Ingest in Player Mode

How to Select a Train or a Recording Ingest in Player Mode

From the E/E Button

By right-clicking the **E/E** button a contextual menu shows the available EVS video servers with their recorder channels and the list of clips being currently ingested identified by their name or VarID if any. Scheduled ingests not being recording yet are not shown.



Selecting a recorder channel loads the corresponding train at its current recording position and plays it on the Clip Infos pane of the Player Session tab.

Selecting a recording ingest directly loads it at its currently recording position (OUT point) and plays it on the Clip Infos pane of the Player Session tab.

Note
If a recorder channel is connected to an OUT port of a video router, itself associated to an IN port, the name of the router IN port is displayed after the recorder channel name.

From the Elements Grid

To load a record train or a recording ingest (clip currently ingested) from the Elements grid, do one of the following:

- double-click the line
- select the line and press **ENTER**

The train is loaded, on the Clip Infos pane of the Player Session tab, at the currently recording timecode and played.

or

The growing clip is loaded on its "OUT" point, currently being ingested, and played on the Clip Infos pane of the Player Session tab.

How to Reload the Last Loaded Train or Recording Ingest

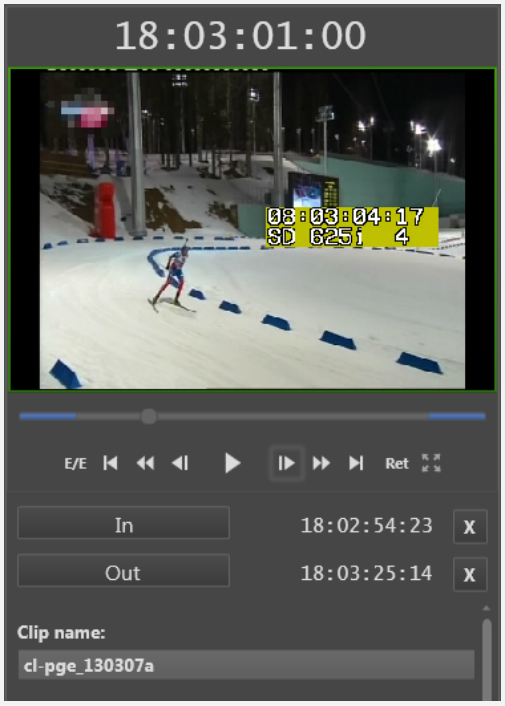
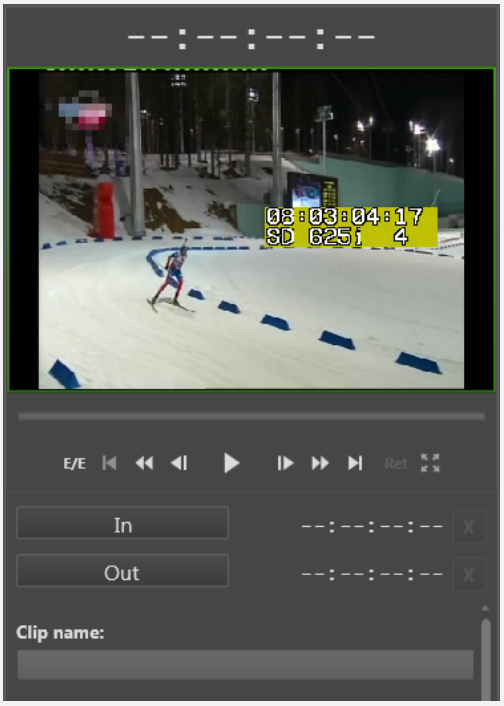
If a clip is loaded on the Clip Infos pane of the Player Session tab, clicking the **E/E** button will unload it and load and play the last loaded media (record train or recording ingest) at its current recording position.

Note
In case the previously recording ingest is finished when the **E/E** button is clicked, the recorded clip is loaded on its IN point and stays in pause. If this clip has been deleted, nothing happens.

User Interface Button	Keyboard Shortcut	ShuttlePRO key

How to Load the Source Media of a Clip

The **Ret** button becomes active if a clip has been loaded on the Clip Infos pane of the Player Session tab. By clicking it, the same frame of media will be loaded from the original record media (clip, recording ingest or train, if it is still available). This allows the users to play beyond the original clip boundaries or to define a new clip from the original record media.

Clip Loaded:	Source Media Recalled with Ret:
	

User Interface Button	Keyboard Shortcut	ShuttlePRO key

How to Load the Train from the Previous or Next Recorder Channel

When a train is loaded, it is possible to load a train from the previous or next recorder channel thanks to the ShuttlePRO keys:

Operation	User Interface Button	Keyboard Shortcut	ShuttlePRO key
Previous Recorder	-	-	
Next Recorder	-	-	

Two situations can occur:

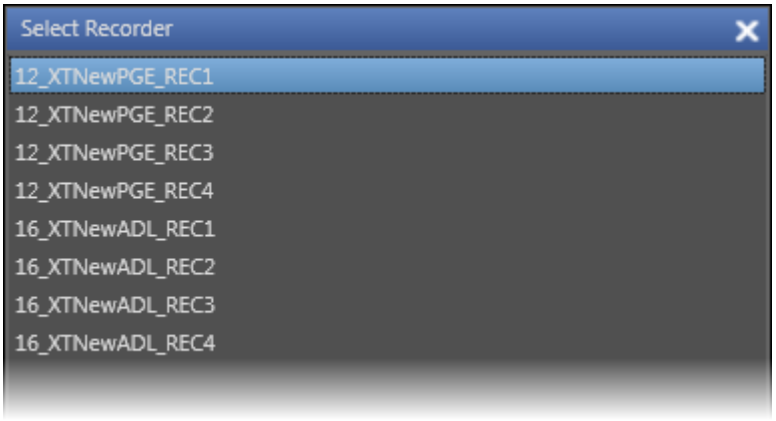
- The recorder channel currently selected does not belong to a group of ganged recorder channels, then the next or previous record train of the XNet network is loaded.
- The recorder channel currently selected belongs to a group of ganged recorder channels, then the next or previous record train of the group is loaded .

How to Select a Train with the ShuttlePRO

To select a train with the ShuttlePRO, proceed as follows:

1. Press the **Select Train** key .

This calls up on the screen a list of available recorder channels:



2. By moving the jog dial you can move through the list to highlight the required train.
3. Press **Select Train** again to select it and exit the menu.

The selected train is loaded on the Clip Infos pane of the Player Session tab.

How to Snap back to the Last Loaded Train or Recording Ingest

When a record train or a recording ingest is loaded on the Clip Infos pane of the Player Session tab and then another media is loaded on that channel, the **Snap** function allows you to go back to the previously loaded record train or recording ingest at the timecode where the E/E mode was exited, effectively "snapping" back to where the user left off in the record train or the recording ingest.

The difference with the E/E function is that the Snap function does not load the train at its currently recording timecode.

User Interface Button	Keyboard Shortcut	ShuttlePRO key
-	-	

5.3.2. Loading a Train in Live Mode

Introduction

To be able to create clips and logs in a Live session, users must first select a recorder channel. This corresponds to one of the different cameras recording the event. This main recorder channel will automatically be set as preview recorder.

The IPClipLogger prevents two loggers or two Live sessions from using the same preview recorder.

In addition to the main recorder channel, one or several other recorder channels, recording the scene from different camera angles at the same time, may also be selected. Then, clips and logs will be created for all of them at once.

Selecting the Main Recorder

Purpose

The selection of the main recorder channel is mandatory. The field on the left is used to select this recorder channel, which will be set as preview recorder.

The preview recorder provides the timecode displayed in the Live tab. It will also be the first angle selected to view an event when an IPDirector operator loads a log.

Constraints and Limitations

- The preview recorder must be assigned to a recorder channel that is managed with a direct RS422 link to the EVS video server the channel is on. If not, the system will not function correctly, and no live timecode will be displayed.
- The following recorder channels are not available from the list :
    - A recorder that is selected in another Live Session tab as preview recorder. Such a recorder channel is locked and is no longer available in other Live Session tabs as a preview recorder until the session or the application is closed or the recorder channel selection is cleared.
    - Recorders that are ganged to the one selected in another Live Session tab as preview recorder.

How to Select the Main Recorder

In Live mode, to select the recorder channel which will be used as preview recorder, proceed as follows:

1. Right-click the **Preview Recorder Channel** field.

   A contextual menu displays the list of recorder channels available as preview recorders.:

2. Select one of the recorder channels.

   Its name is displayed in the **Preview Recorder Channel** field:

   The **Current Timecode** field immediately shows the current recording position of the selected train and the IN and OUT buttons are immediately available for the creation of a clip.

The system is now ready to start a clip and to add logs. See sections "Creating Clip(s) in a Live Session" on page 77 and "How to Log LIVE Action" on page 85.

To clear the selection of preview recorder, right-click the **Preview Recorder** field and select **None**.

Selecting the Secondary Recorders

Purpose

In a Live Session tab, secondary recorders may be selected to create clips and logs from several angles at the same time.

Limitations

The recorder channel selected as preview recorder in the current Live session is not available in the list. Recorder channels selected as preview or secondary recorders in other Live sessions are displayed and available for selection.

The selection of secondary recorders can be done during the logging process, but in any case it must be done before clicking the **Save Clip** button.

How to Select the Secondary Recorders

To select secondary recorders, click each **Recorder Channel** button in the list of recorder channels.

Those buttons then become highlighted.

To clear the whole selection of secondary recorders, click the **Clear All** button, on the right of the list.

5.4. Loading a Clip

5.4.1. How to Load a Clip

Once you have identified, in the Elements grid, the clip you wish to preview, you can load it on the Player pane in one of the following ways:

- Select the clip line in the Elements grid and press **ENTER**.
- Double-click the clip line in the Elements grid.
- Drag the clip line to the Player pane.

The clip is loaded on its TC IN and is paused. Clip information is shown in the Clip Info pane.

In case logs have already been added to that clip, they are listed in the Associated Logs pane.

The system is now ready to add new logs, to edit existing logs, to trim the clip or to create a sub-clip. See sections "Retroactive Logging" on page 87, "Trimming a Clip" on page 76 and "How to Create a Clip" on page 75.

5.4.2. How to Load a Linked Clip

Linked clips are clips created at the same time by ganged recorder channels from IPDirector or by a selection of secondary recorder channels from a Live Session tab of IPClipLogger. They correspond to different angles of the same recorded media.

This applies also to recording ingests (or growing clips) being created from ganged recorder channels.

When a clip already loaded on a player has linked clips, it is possible to rapidly load one of them in the following way:

- Use one of the ShuttlePRO keys:

Operation	ShuttlePRO key
Previous Linked Clip	
Next Linked Clip	

6. Moving through Media

6.1. Introduction

The Clip Infos pane of the Player Session tab provides a Jog bar and transport buttons to navigate in the loaded element. In addition, other options allow to directly jump to a given timecode within the media.

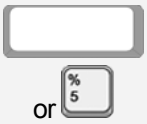
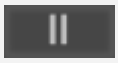
From a Live Session tab, it is not possible to navigate in the live train.

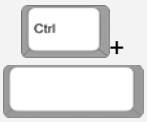
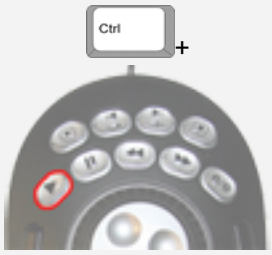
6.2. Transport Functions

6.2.1. Transport Buttons and Shortcuts

The following table gives the meaning of each transport operation. A button and/or a keyboard shortcut can be used to perform each action. The ShuttlePRO device has buttons dedicated to most of these functions as well.

Note
The **E/E** function and the **Ret** function are described in section "Loading a Train or a Recording Ingest in Player Mode" on page 55.

Operation	User Interface Button	Keyboard Shortcut	ShuttlePRO key	Description
Play				Starts to play the loaded media at 100% for normal clips, at 33% for "SLSM clips 3x" or at 50% for "SLSM clips 2x". The button switches to the Pause button.
Pause				Stops the playout of the loaded media. The button switches to the Play button.

Operation	User Interface Button	Keyboard Shortcut	ShuttlePRO key	Description
Fast Rewind				Starts moving backwards through the media at the preset speed. See section "Fast Forward and Fast Rewind Speed" on page 66.
Fast Forward				Starts moving forward through the media at preset speed. See section "Fast Forward and Fast Rewind Speed" on page 66.
Play Backward / Pause	-			Starts moving backwards through the media.
Goto IN				Moves from the current position to the IN point of the loaded clip.
Goto OUT				Moves from the current position to the OUT point of the loaded clip. If a growing clip is loaded on a player and the user clicks the **Goto OUT** button, the system will play near "live", i.e. at the closest position from the live.

Operation	User Interface Button	Keyboard Shortcut	ShuttlePRO key	Description
Goto Previous Frame			(field by field)	Moves from the current position to the previous frame.
Goto Next Frame			(field by field)	Moves from the current position to the following frame.
Go 10 Frames Backward	-		-	Moves 10 frames before the current position.
Go 10 Frames Forward	-		-	Moves 10 frames after the current position.

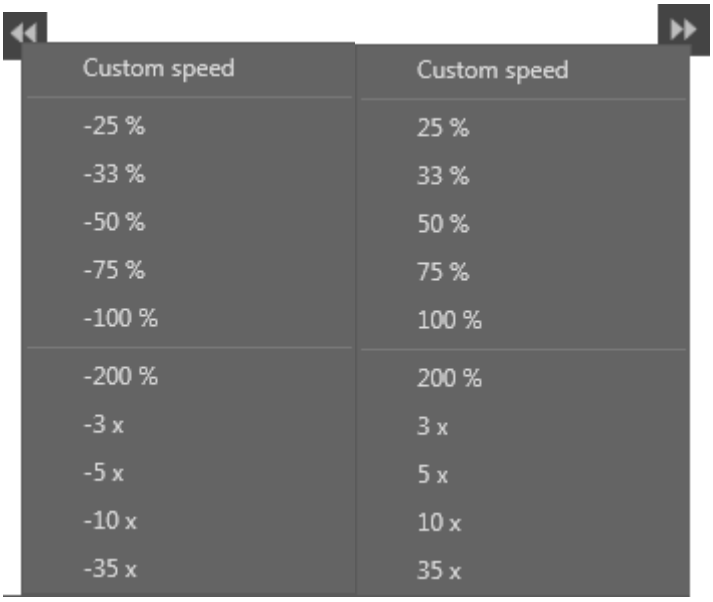
6.2.2. Fast Forward and Fast Rewind Speed

Introduction

The Fast Forward speed and the Fast Rewind speed can be adapted by means of contextual menus or keyboard shortcuts.

Contextual Menus

Right-click the **Fast Rewind** button or the **Fast Forward** button and select one of the options from the contextual menu.



Keyboard Shortcuts

Press the **Fast Rewind** (J) or the **Fast Forward** (L) shortcut to start playing the media backward or forward.

Then, press the shortcut again to change speed.

Possible speed values are: 1x, 2x, 3x, 5x, 10x.

6.3. Browsing to Another Timecode

Using the Jog Bar

The bullet indicator of the Jog bar can be moved with the mouse along the bar to browse the media and to play it from any position if needed.

See section "Jog Bar" on page 31 for a description of the elements of the bar.

Using the ShuttlePRO

ShuttlePRO Wheels

Field by Field - Jog Mode

Rotate the Jog wheel clockwise or anti-clockwise to navigate through the loaded media field by field.

Second by Second - Fast Jog Mode

Press the **Fast Jog** button and rotate the Jog wheel clockwise or anti-clockwise to navigate through the loaded media second by second.

6.4. Playing Media at Increasing or Decreasing Speed

Rotate the Shuttle ring to play fast forward or fast rewind the loaded media.

Releasing the Shuttle ring pause the media at the timecode current displayed.

6.5. Jumping to a Given Timecode

There are several ways to jump to a given timecode within a loaded media:

- Click at one position on the Jog bar
- Enter a new timecode value in the **Current Timecode** field and press **ENTER**.

  You can cancel the operation by pressing the **Escape** key instead of pressing **ENTER**.

Note
The **Current Timecode** field of the Live pane is read-only and does not allow to move within the media.

6.6. Jumping to a Log within a Clip

Once clips containing a log timecode have been created, the IPDirector system automatically associates these clips to the log.

When a clip containing logs has been loaded on the Player, its associated logs are listed in the Associated Logs pane. It is possible to jump to a log timecode and preview the log frame by clicking the log line in the Logs grid. It can be seen as loading a log.

7. Managing Work Bin

Purpose

One of the existing bins can be set as the Work bin, so the clips being created are sent to the Work bin as soon as they are saved. The Work bin must have been defined prior to saving a clip.

The Work bin is set from the Clips List pane of the Player Session tab but it is common to all the sessions: the Player session and all the Live sessions.

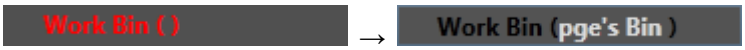
How to Set a Work Bin

To set a bin as the Work bin, proceed as follows:

1. In the Tree view,
   - browse to the requested bin, or
   - create a new bin by right-clicking a bin directory and selecting **New Bin**.
2. Right-click the selected bin.

   A contextual menu appears.
3. Select **Set as Work Bin**.

   The name of the selected bin is mentioned next to the Work Bin:

How to Reset a Work Bin

To reset a Work bin, double-click it in the Tree view.

is then displayed again, and no work bin is defined.

How to Go To a Work Bin

To quickly see the Work bin content, click the Work bin in the Tree view.

The Elements grid is refreshed to display the Work bin content.

If some filters were applied when you go to work bin, these filters are kept.

8. Creating a Clip

8.1. Introduction

Clip Structure

A clip is defined by Short IN and Short OUT points, usually called IN and OUT points by the operators.

When Short IN and Short OUT points are set, the system automatically write protects a user definable length of material before the Short IN point and after the Short OUT point. These are referred to as the guardbands.

For this reason, the IN point before the guardband and the OUT point after the guardband are called Protect IN point and Protect OUT point.

During playout, only the clip duration, between the Short IN and the Short OUT points is played out.

It is possible to trim an existing clip by redefining its Short IN and/or its Short OUT points, if the whole clip has not been protected. See section "Trimming a Clip" on page 76.

The duration of the guardbands is set with the **Guardbands** option from **Tools > Settings > Clips Settings > General Settings for Clips** in IPDirector.

Usable Media

It is not possible to log a live train. Logs can only be added to a clip. So, users need to create clips to be able to add logs to media.

As soon as a media has been loaded, users can create a new clip from this loaded media thanks to the clip creation functions of the Clip Infos pane. A clip can be created from a record train loaded on a Live session tab or on the Player Session tab, or it can be created from a recording ingest or an existing clip loaded on the Player Session tab.

To speed up the logging process on a train, IPClipLogger allows the users to create logs without setting the IN and OUT points of a clip. In this case, the system automatically creates the IN and OUT points of the clip based on the timecodes of the first and the last logs.

Prerequisites

Clips are sent to a bin set as the Work bin as soon as they are saved. So, a Work bin must have been defined prior to save a clip. See section "Managing Work Bin" on page 70.

8.2. Clip Settings

Introduction

Most of the settings cannot be defined from the IPClipLogger interface and are directly applied from IPDirector.

The only setting that the user can configure from the IPClipLogger interface relate to auto-naming of clip.

Defining Clip Autoname

The **Define Autoname** setting allows the user to define auto-naming rules for new clips.

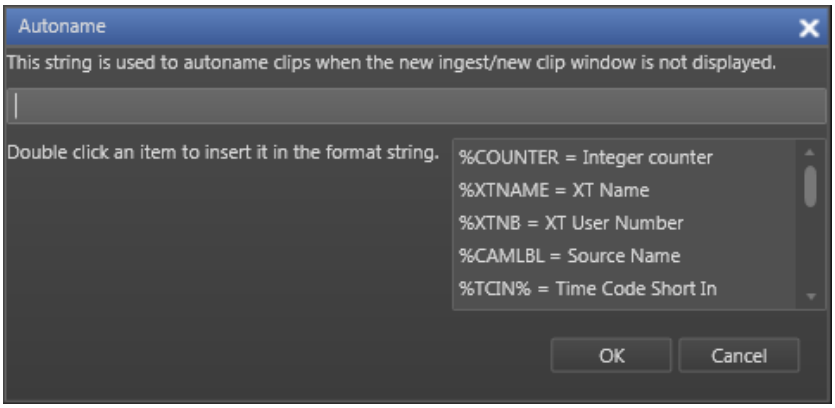
To define a clip auto-name, proceed as follows:

1. Click the **Tools** button on the main toolbar.

   A contextual menu is displayed.

2. Select **Define Autoname**.

   The Autoname window opens and lists the various possible format string options with a brief explanation:


Autoname
This string is used to autoname clips when the new ingest/new clip window is not displayed.
Double click an item to insert it in the format string.
%COUNTER = Integer counter
%XTNAME = XT Name
%XTNB = XT User Number
%CAMLBL = Source Name
%TCIN% = Time Code Short In
OK
Cancel

3. Double-click an item to append it to the format string.
4. Click **OK**.

   The auto-name setting is saved in the IPDirector Auto-Name settings.

Activating the Clip Autoname Setting

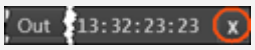
The **Activate Autoname** setting allows the user to activate the use of auto-naming rules for new clips, as defined from the **Define Autoname** setting.

This setting is unavailable as far as no auto-naming rule has been defined.

8.3. Clip Creation Buttons and Shortcuts

The following table gives the meaning of each clip creation operation. A button and/or a keyboard shortcut can be used to perform each action. The ShuttlePRO device has buttons dedicated to most of these functions as well.

Operation	User Interface Button	Keyboard Shortcut	ShuttlePRO key	Description
Mark IN		I or E		Sets a mark IN point at the timecode shown in the **Current Timecode** field and corresponding to the bullet indicator position on the jog bar. Then, a green indicator represents the mark IN point on the jog bar.
Mark OUT		O or R		Sets a mark OUT point at the timecode shown in the **Current Timecode** field and corresponding to the bullet indicator position on the jog bar. Then, a red indicator represents the mark OUT point on the jog bar.
Clear IN		D		Clears the mark IN point which has just been set and not yet saved. When applied to a loaded clip, the IN point is set to the Protect IN timecode, before the guardband.

Operation	User Interface Button	Keyboard Shortcut	ShuttlePRO key	Description
Clear OUT		F	Shift +	Clears the mark OUT point which has just been set and not yet saved. When applied to a loaded clip, the OUT point is set to the Protect OUT timecode, after the guardband.
Clear Marks	-	G	-	Clears the mark IN and the mark OUT points which have just been set and not yet saved.
Save Clip	Save Clip	N		Saves the new clip after having marked an IN point and an OUT point and sends it to the Work bin.
Update Clip	Update Clip	B	Shift +	Saves the new data of a clip after having marked a new IN point and/or a new OUT point, or after having updated the metadata. See section "Trimming a Clip" on page 76.

Note

When the cursor is located in a text area, the Ctrl key can be pressed together with a keyboard shortcut to perform one of the following actions: Mark IN, Mark OUT, Save Clip, and Update Clip.

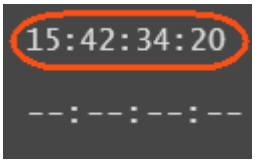
8.4. Creating Clip(s) in Player Mode

8.4.1. How to Create a Clip

To create a clip from a train or a recording ingest or to create a sub-clip from an existing clip in Player Mode, proceed as follows:

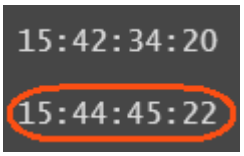
1. Load the record train, the recording ingest (growing clip) or the clip from which you want to create a new clip on the Player pane.
2. Browse through media to select the point to be marked IN.
3. Create an IN point in one of the following ways:
   - Use the clip creation function to set an IN point at the required timecode.
   - Enter the timecode of the requested IN point in the **IN** field and press **ENTER**.

   A green indicator represents the IN point on the jog bar. The IN point timecode is displayed in the **IN** field.

4. Browse through media to select the point to be marked OUT.
5. Create an OUT point in one of the following ways:
   - Use the clip creation function to set an OUT point at the required timecode
   - Enter the timecode of the requested OUT point in the **OUT** field and press **ENTER**.

   A red indicator represents the OUT point on the jog bar. The OUT point timecode is displayed in the **OUT** field.

6. Enter a name for the clip in the Clip Infos pane if the **Activate Autoname** setting has not been selected. Otherwise, the auto-naming rules set with the **Define Autoname** setting are automatically applied.
7. (optional) Select an interest level by clicking one of the buttons.
8. (optional) Associate one or several keyword(s) to the clip.

   See section "Assigning Keywords to Media" on page 91.
9. (optional) Select a metadata profile and fill in the corresponding user fields.

   See section "Metadata Profiles" on page 33.
10. Click the **Save Clip** button to save the clip.

The clip is saved in the database and the clip is sent to the bin set as Work bin.

When a clip is successfully created, the status bar at the bottom of the window will show the successful operation:

8.4.2. Ganged Recorder Channels and Linked Clips

Automatic Creation of Linked Clips

In Player mode, users do not have the possibility to select all the camera angles they want to work with. If a clip is created from a recorder channel ganged to other ones, clips will automatically be created on all the ganged recorder channels, provided that the **Create Clips on all Synchronized Recorders** setting has been selected under **Tools > Settings > Clips > General** in IPDirector. These clips are called "linked clips".

The name of the clips created on all the ganged recorders will have the extension 00, 01, 02, etc. depending on the number of ganged recorders.

They are all sent to the Work bin.

If the **Activate Autoname** setting has not been selected, they all receive the same name, followed by xx, where xx starts with 00 and increments for each additional camera angle. It the **Activate Autoname** setting has been selected, the source name is added to the clip name.

Automatic Creation of Sub-Clips from Linked Clips

If a sub-clip is created from a clip which is part of a group of linked clips, sub-clips will automatically be created from all the linked clips, provided that the **Create sub clips on all ganged clips** setting has been selected under **Tools > Settings >Clips > General** in IPDirector.

8.4.3. Trimming a Clip

Context of Use

From the Player session, an existing clip can be trimmed and saved with the same name, so the updated clip replaces the previous one. During this operation, the IN point and/or the OUT point of a recorded clip can be modified and put within the [Protect IN – Protect OUT] duration of the clip, i.e. clip duration including the guardbands.

Tip
If the original record train is still available, clicking the **Ret** button will load the media on the same frame than the loaded clip. This will allow retrieving media outside the original clip boundaries.

How to Trim a Clip

To trim a clip, proceed as follows:

1. Load a clip on the Player pane.
2. Browse the clip to mark a new IN point and/or a new OUT point.
3. Mark a new IN point and/or a new OUT point thanks to the clip creation buttons or shortcuts.
4. Click the **Update Clip** button to save the updated clip.

   The clip is saved in the IPDirector database and the clip is sent to the Work bin.

Linked Clips

If the clip to trim is part of a group of linked clips, all the linked clips will be trimmed, provided that the **Trim all ganged clips** setting has been selected under **Tools > Settings > Clips > General** in IPDirector.

8.5. Creating Clip(s) in a Live Session

Introduction

In a Live session, users have the possibility to select all the camera angles they want to work with. Clips and logs that they will create on the main recorder channel selected will automatically be created on all the selected secondary recorder channels at once.

How to Create Clip(s) in a Live Session

To create a clip in a Live session, or several clips on several recorder channels, proceed as follows:

1. Select a train on your Live session tab, as described in section "Loading a Train in Live Mode" on page 60.
2. Select all the secondary recorder channels you want to work with by clicking the corresponding buttons.
3. Set an IN point.

   The corresponding timecode is displayed in the **IN** field.
4. Set an OUT point.

   The corresponding timecode is displayed in the **OUT** field.

Note
The Clip Infos pane can be completed prior to marking the OUT point of the clip.

5. Enter a name for the clip in the Clip Infos pane if the **Activate Autoname** setting has not been selected. Otherwise, the auto-naming rules set with the **Define Autoname** setting are automatically applied..
6. (optional) Select an interest level by clicking one of the buttons.
7. (optional) Associate one or several keyword(s) to the clip.

   See section "Assigning Keywords to Media" on page 91.
8. (optional) Select a metadata profile and fill in the corresponding user fields.

   See section "Metadata Profiles" on page 33.
9. Click the **Save Clip** button to save the clip, or use the dedicated shortcut.

   The clip is saved in the IPDirector database and the clip is sent to the bin set as Work bin in the Player Session tab.

When a clip is successfully created, the status bar at the bottom of the window will show the successful operation:

In case several recorder channels have been selected, the clips created on each of them are linked. They are all sent to the Work bin.

If the **Activate Autoname** setting has not been selected, they all receive the same name, followed by xx, where xx starts with 00 and increments for each additional camera angle. It the **Activate Autoname** setting has been selected, the source name is added to the clip name.

8.6. Creating Clips on a Streamed Feed

Context of Use

The loggers normally create clips and logs on a record train from a recorder channel. But, in some workflows, most of the IPClipLogger uesres can only access low-resolution files stored on the nearline. So, the feed recorded on an EVS server by a recorder channel is being streamed to a nearline storage as a growing file.

Each time a clip is defined from IPClipLogger, a corresponding reference is generated relative to the growing media on the nearline.

If the same A/V media is recorded in high resolution and in low resolution, clips generated will have an XT clip and a reference to the nearline file in both modes.

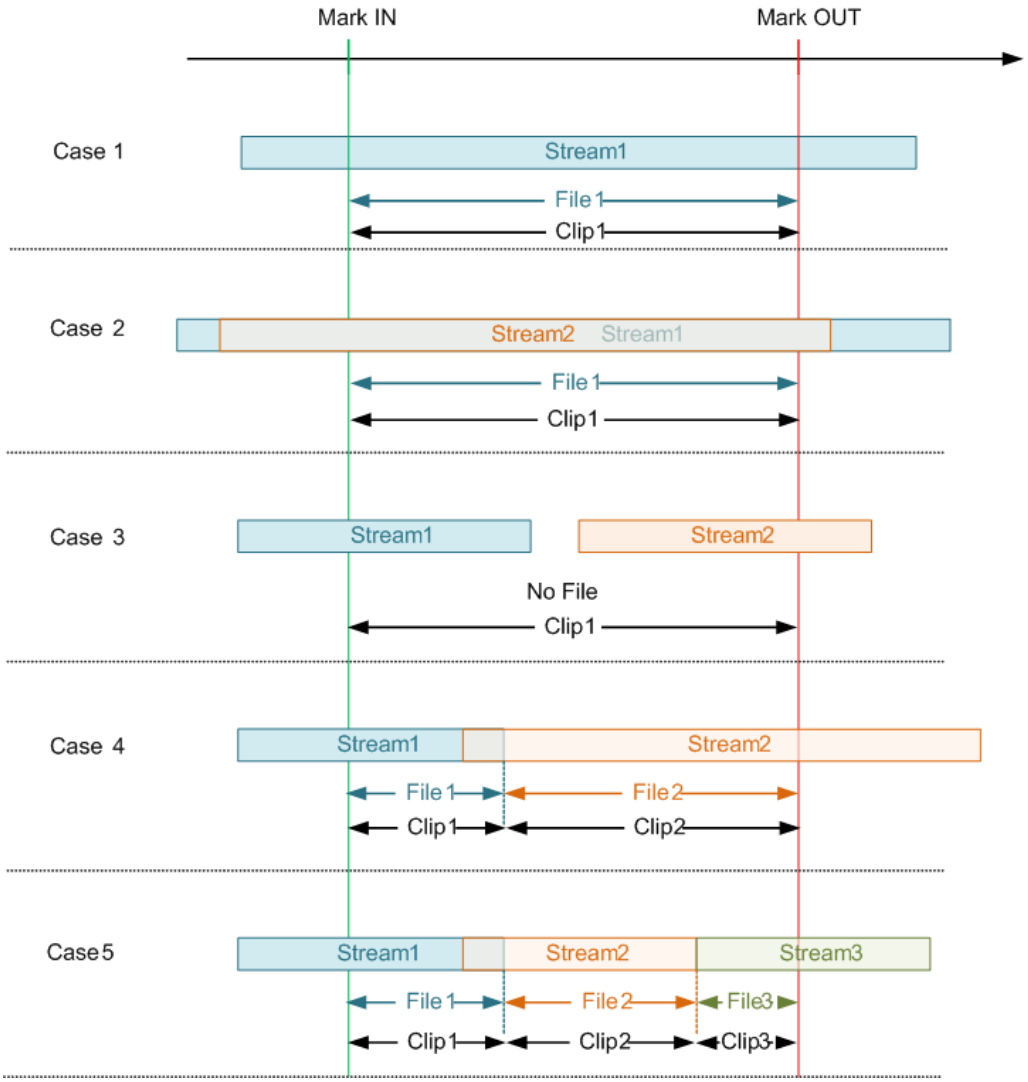
See section "Clip Element Types" on page 17 for a description of the different types of elements that can make up a clip.

Overview of Different Situations

On some occasions, for example with shows that last a long time, streams are scheduled in chunks and breaks can occur between recorded streams. When IPClipLogger users create a clip, the system looks for one or several streams to cover the duration of the clip. Several situations can happen when an IPClipLogger user set a Mark In point and a Mark OUT point to create a clip.

Illustration of different cases

The following drawing shows the different cases which can occur.



A single stream covers the whole clip duration

In case 1, the system finds a stream covering the whole clip duration. A single clip can be created between the Mark IN point and the Mark OUT point. It will contain a new XT clip and a reference to this file.

Several streams each cover the whole clip duration

In case 2, the system finds two streams covering the whole clip duration. The file will be created from the longest stream. A single clip can be created between the Mark IN point and the Mark OUT point and it will contain a new XT clip and a reference link to the longest stream.

No combination of streams covers the clip duration

In case 3, the whole clip duration cannot be covered by one or several streams. So, no reference to a file can be created. The clip created by the user from the Mark IN point to the Mark OUT point will only contain an XT clip.

Two or more contiguous or overlapping streams are required to cover the clip duration

In cases 4 and 5, several streams are needed to cover the whole duration of the clip that the IPClipLogger user is creating. In those cases, the system will create several clips, each made up of an XT clip and a reference to a file.

- The first clip is created from the IN point marked by the user (TC IN) to the OUT point of the stream (TC OUT). The longest stream will be used in case several streams contain the Mark IN point.
- The second clip is created from the TC OUT of the first clip (TC IN) to, depending on the case:
  - the OUT point marked by the user (TC OUT) if it is covered by the second stream. See case 4.
  - the OUT point of the second stream (TC OUT). See case 5.

    In this case, other clips are created until the Mark OUT point is reached.

Clip Name

If the **Activate Autoname** setting has not been selected, all the clips have the same name, defined by the user, followed by "segment x", where x starts with 1 and increments for each segment.

If the **Activate Autoname** setting has been selected, the clip name follows the auto-naming rules defined and it is followed by "segment x", where x starts with 1 and increments for each segment.

9. Adding Logs to Media

9.1. Introduction

A log is a reference point to a specific frame in a video sequence. The log is identified by a timecode value, and relates to an action in a given event. It can be associated to metadata related to the event (keywords and/or a ranking, for example).

Adding logs to media is particularly useful to easily and quickly retrieve the interesting moments of the recorded sequences.

Users have the possibility to create log entries directly during the event, or later on.

However, with IPClipLogger, a log cannot be added to a live train. It can only be added to a clip being recorded or already saved.

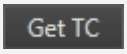
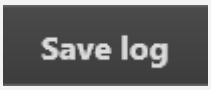
When users log LIVE actions, logs must be entered as soon as the action occurs to grab the timecode corresponding to the action. This is called the LIVE logging hereafter.

When users log actions later on, users can move through the selected media: recorded clip, loaded train. This is called the retroactive logging hereafter.

Log creation buttons and shortcuts are available to add logs to a media. In this case, users will have to manually associate metadata to the log, such as keywords, interest level, highlight color or a description. The IPClipLogger provides another way to create logs and associate predefined metadata to it in a single click. This is done thanks to the **F** keys which must have been previously configured.

9.2. Log Creation Buttons and Shortcuts

The following table gives the meaning of each log creation operation. A button and/or a keyboard shortcut can be used to perform each action.

Operation	User Interface Button	Keyboard Shortcut	Description
Create a New Log			Starts a new log, i.e. catches the timecode and displays it in the **Log Timecode** field of the Logging pane. The cursor is put in the **Description** field. In case a previous log had previously grabbed (timecode and metadata), it is automatically saved before the creation of the new log.
Get TC		-	Grabs the timecode for the log being created and displays it in the **Log Timecode** field of the Logging pane.
Save Log		-	Saves the log previously grabbed (timecode and metadata).

Note

When the cursor is located in a text area, the key can be pressed together with one of the keyboard shortcut to perform the corresponding action.

9.3. Configuring F Keys to Add Logs

Purpose

F keys can be used as shortcuts to add logs with predefined metadata (keywords, highlight color and/or interest level) in a single click.

Shortcuts need to be configured. The **F** keys configuration is saved in the database and is therefore the same for all the IPClipLogger users.

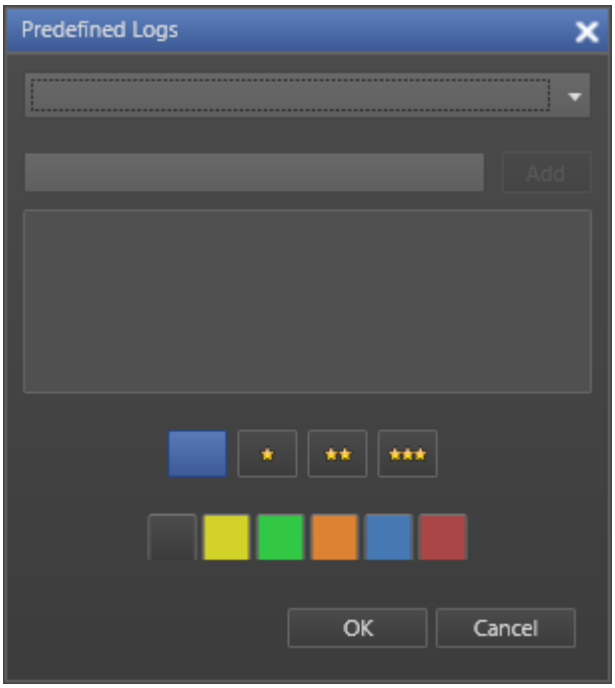
24 shortcuts can be set by using keys **F1** to **F12** and **CTRL**+**F1** to **CTRL**+**F12**.

How to Configure an F Key

To associate specific metadata to an **F** key, proceed as follows:

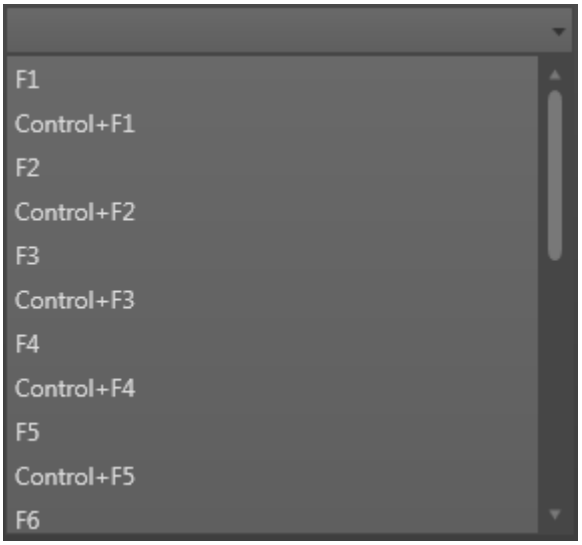
1. Click the F Keys button on the top right of any tab.

   The following window opens:



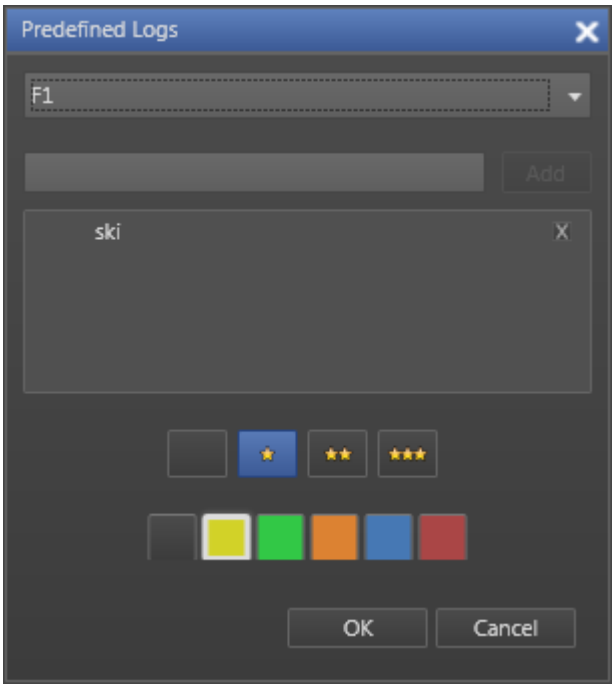
2. Click the arrow on the right of the **F Keys List** field.

   The list of available F keys shortcuts is displayed:



3. Select one of the shortcuts.

   If this shortcut has already been configured with keywords, interest level and/or color, this is shown in the other areas of the window. For example:



   Otherwise, no assignment is displayed.

4. (optional) Select keyword(s) for the shortcut from the Autocomplete list. See section "Assigning a Keyword by Direct Entry" on page 91.

   The keyword appears in the Keywords list.

5. (optional) Select an interest level for the shortcut.
6. (optional) Select a highlight color for the shortcut.
7. Click **OK**.

9.4. Live Logging

9.4.1. Possible Ways to Proceed

When users log LIVE actions, logs must be created as soon as the action occurs to grab the timecode corresponding to the action.

This can be done on a train from a Live Session tab or on a train or recording ingest from the Player Session tab.

9.4.2. How to Log LIVE Action

Prerequisites

Logging from a Live Session

1. Load a train on the Live Session tab, as described in section "Loading a Train in Live Mode" on page 60.
2. Select the other camera angles you want to work with during your logging session by clicking the corresponding **Recorder Channels** buttons.

   Clips and logs will automatically be created on the trains from all the selected recorder channels.

Logging from the Player Session

Load a train or a recording ingest on the Player pane, in one of the ways described in section "Loading a Train or a Recording Ingest in Player Mode" on page 55.

Complete Procedure

To add logs to a clip created on a live event, proceed as follows:

1. Set an IN point for the clip.

   The corresponding timecode is displayed in the **IN** field.
2. Click the **Create a New Log** button.

   The log timecode is displayed in the **Log Timecode** field.
3. (optional) Enter a free-text description for the log in the **Description** field.
4. (optional) Select keyword(s) for the log from the Autocomplete list or from a keyword tool. See section "Assigning Keywords to Media" on page 91.

   The keyword appears in the Keywords list.
5. (optional) To keep the selection of keywords for the next log, select **Follow previous logs keywords**.
6. (optional) Select an interest level for the log.
7. (optional) Select a highlight color for the log.
8. (optional) To grab a new timecode for the log being created, click the **Get TC** button.

9. Save the log by clicking one of the following buttons:
   -

: to save the log and starts the creation of the next log. This action grabs a log timecode.
   -

: to save the log.

   A temporary log sheet name appears at the top of the Logging pane as soon as the first log is saved:

   The log is listed with its metadata in the Logs grid of the Associated Logs pane:

10. Repeat the procedure to create as many logs as you want for the clip.
11. Set an OUT point for the clip.

    The corresponding timecode is displayed in the **OUT** field.
12. Complete the Clip Infos pane as described in section "Creating Clip(s) in a Live Session" on page 77 (Live Session) or in section "How to Create a Clip" on page 75 (Player Session).
13. Click the **Save Clip** button to save the clip. This button is available as soon as a name has been entered for the clip.

    The final log sheet name is automatically assigned to the clip and corresponds to the clip name.

Simplified Procedure: Use of F keys

If **F** keys have been configured, steps 2 to 7 can be performed at once by clicking the appropriate **F** key. See section "Configuring F Keys to Add Logs" on page 82.

Simplified Procedure: Automatic Creation of a Clip at Log Creation

To add logs to a live event when a clip has not yet been created, proceed as follows:

1. Click the **Create a New Log** button.
2. (optional) Enter metadata for the log as described in steps 3 et to 7 of the complete procedure
3. Save the log by clicking the **Create a New Log** button or the **Save Log** button.

   The clip IN point is automatically recorded at the log timecode. The IN point timecode value is displayed in the **IN** field.

4. Create as many logs as you want to add to the clip.

   As soon as the second log is saved, the clip OUT point is automatically recorded at a timecode corresponding to the frame after the last log. The OUT point timecode value is displayed in the **OUT** field.

   The clip OUT point is updated each time a new log is saved.

5. Enter clip metadata in the Clip Infos pane as described in section "Creating Clip(s) in a Live Session" on page 77 (Live Session) or in section "How to Create a Clip" on page 75 (Player Session).
6. Click the **Save Clip** button to save the clip. This button is available as soon as a name has been entered for the clip.

9.5. Retroactive Logging

9.5.1. Context of Use

In some workflows, logs will be added to media later than live.

This can be done on clips created earlier, sometimes just for a reason of easy retrieval of archived material. In other cases, story editors reviewing the logged clips may decide to add more logs.

Users may also log a recorded train, for example during a session break, by rewinding and browsing the train loaded on the Player.

Retroactive logging is always done from the Player Session tab.

9.5.2. How to Log a Recorded Train

Introduction

Logs can be added to a train later than the live event. The complete procedure is the same as for the Live logging described in section "How to Log LIVE Action" on page 85, apart from the fact that users will use the transport functions to move through the loaded train. The simplified procedure for the automatic creation of a clip at log creation is described hereafter.

Prerequisites

Load a train or a recording ingest on the Player pane, in one of the ways described in section "Loading a Train or a Recording Ingest in Player Mode" on page 55.

Simplified Procedure: Use of F Keys

The complete procedure is described in section "How to Log LIVE Action" on page 85.

If **F** keys have been configured, steps 2 to 7 of the complete procedure can be performed at once by clicking the appropriate **F** key. See section "Configuring F Keys to Add Logs" on page 82.

Simplified Procedure: Automatic Creation of a Clip at Log Creation

To add logs to portions of a train previously recorded, when a clip has not yet been created, proceed as follows:

1. Move through the loaded train thanks to the transport functions of the Clip Infos pane.
2. Click the **Create a New Log** button.
3. (optional) Enter metadata for the log as described in steps 3 to 7 of the complete procedure
4. Save the log by clicking the **Create a New Log** button or the **Save Log** button.

   The clip IN point is automatically recorded at the log timecode. The IN point timecode value is displayed in the **IN** field.
5. Create as many logs as you want to add to the clip.

   As soon another log is saved at a timecode greater than the first log, the clip OUT point is automatically recorded. Its timecode corresponds to the frame after the last log. The OUT point timecode value is displayed in the **OUT** field. The clip OUT point is updated each time a new log is saved after the last log of the clip.

   In case a log is created at a timecode smaller than the first log of the clip, the clip IN point is updated.
6. Enter clip metadata in the Clip Infos pane as described"Creating Clip(s) in a Live Session" on page 77
7. Click the **Save Clip** button to save the clip. This button is available as soon as a name has been entered for the clip.

9.5.3. How to Log an Existing Clip

Prerequisites

Load a clip on the Player pane, as described in section "How to Load a Clip" on page 62.

Complete Procedure

To add logs to an existing clip, proceed as follows:

1. Browse through the loaded clip to select the moment to log.
2. Click the **Create a New Log** button.

   The log timecode is displayed in the **Log Timecode** field.
3. (optional) Enter a free-text description in the **Description** field.

4. (optional) Select keyword(s) for the log from the Autocomplete list or from the keyword grid(s). See section "Assigning Keywords to Media" on page 91.

   The keyword appears in the Keywords list.

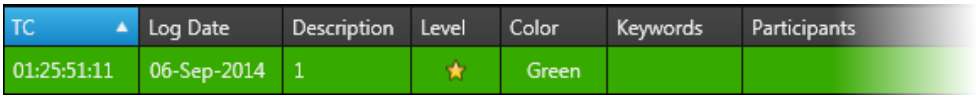
5. (optional) To keep the selection of keywords for the next log, select the **Follow previous logs keywords** option.
6. (optional) Select an interest level for the log.
7. (optional) Select a highlight color for the log.
8. (optional) To grab a new timecode for the log being created, click the **Get TC** button.
9. Save the log by clicking one of the following buttons:
   -

: to save the log and starts the creation of the next log. This action grabs a new log timecode.
   -

: to save the log.

   A log sheet name appears at the top of the Logging pane as soon as the first log is saved. It corresponds to the new defined clip name:

   The log is listed with its metadata in the Logs grid of the Associated Logs pane:

10. Create as many logs as you want to add to the clip.
11. Click the **Update Clip** button to save the clip.

In case the clip has linked clips, the logs are added to all the clips linked the loaded one.

Simplified Procedure: Use of F keys

If **F** keys have been configured, steps 2 to 7 can be performed at once by clicking the appropriate **F** key. See section "Configuring F Keys to Add Logs" on page 82.

9.5.4. Managing Existing Logs

The following operations can be performed on logs from the Player Session tab.

If you want to…	then, …
View an existing log	1. Load the corresponding clip 2. Select the log in the Logs grid.
View a log from linked clips	1. Load a linked clip. 2. Double-click a log line in the Logs grid to load the log of the clip from the preview recorder or Click a log line in the Logs grid to load the log of the loaded clip (created from the preview recorder or a ganged recorder)
Delete a log	1. Select the log in the Logs grid 2. Press **Delete**.
Edit a log	1. Load the corresponding clip 2. Click the log in the Logs grid so its metadata are displayed in the Logging pane 3. Edit the log: metadata or TC by moving through the clip 4. Click **Save Log**. The log is updated.
Add another log to a logged clip	1. Load the corresponding clip 2. Browse the clip 3. Create the log 4. Save the log The log is added in the Associated Logs pane.

In case the clip has linked clips, the deletion, addition or edit of logs are performed on all the clips linked the loaded one.

10. Assigning Keywords to Media

10.1. Introduction

Keywords can be assigned to media (clip, log) when the item is created or they can be assigned or removed later on by editing the media item.

This can be done in various ways.

- You can start typing the keyword directly in the **Keyword** field of the Clip Infos pane or the Logging pane and select a keyword proposed in the Autocomplete list.
- You can select keywords in a keyword grid or a cascading grid .
- You can press a **F key** shortcut which has previously been configured with specific keyword(s). This can only be used for the logs, not for clips. See section "Configuring F Keys to Add Logs" on page 82.

  See the procedures described in sections "Live Logging" on page 84 and "Retroactive Logging" on page 87 for the use of the configured **F** keys.

Warning
It is highly recommended not to use different Keywords tools to add or remove keywords to a media item.

10.2. Conditions for the Use of a Keyword

The assignment of a keyword to a media item will only be possible if the following conditions are met.

- The maximum number of keywords which can be assigned to the item has not already been reached.
- The keyword typed in the **Keyword** field exists in the IPDirector database.
- An additional limitation exists for the use of cascading grids: It is not possible to select more than one keyword per keywords level/set.

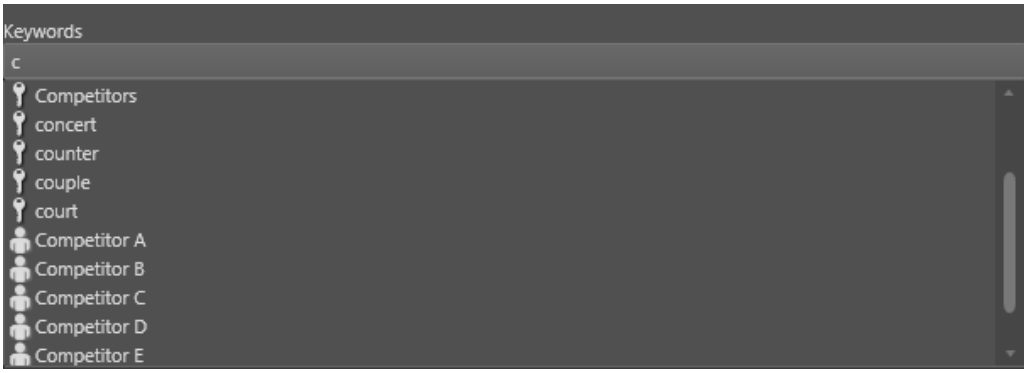
10.3. Assigning a Keyword by Direct Entry

Autocomplete List

The Autocomplete function is a help service for the capture of a keyword.

This is available from the Keywords area of the Clip Infos pane or the Logging pane.

As soon as the users start typing in the **Keyword** field, the Autocomplete function provides a list of matching keywords, standard and participant, beginning with the typed letters and existing in the IPDirector database.

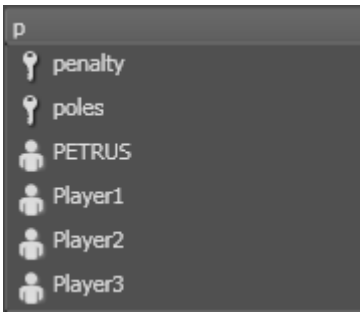


How to Assign a Keyword to Media by Direct Entry

To assign a keyword to a media item by direct entry in the **Keyword** field, proceed as follows.

1. Start typing a keyword in the **Keyword** field.

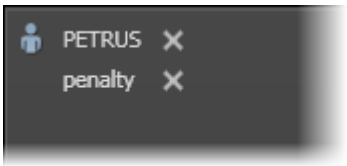
   A list of proposals is displayed as soon as you start to type and it is refined as you go on typing.



Tip
The **Add** button next to a **Keyword** field becomes available when all the letters of a keyword existing in the IPDirector database have been typed in the **Keyword** field.

2. Select a line by using the mouse or the key.
3. Click **Add** or press **ENTER**.

   The keyword is displayed in the list of keywords assigned to the item.



To remove a keyword assigned to the media item:

- click the **X** button next to the corresponding keyword.

To remove all the keywords assigned to the media item:

- click the **Clear All** button.

10.4. Assigning a Keyword from a Keyword Tool

10.4.1. Displaying the Keywords Sources

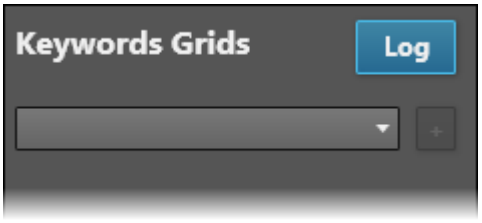
How to Display the Keywords Grids Pane

By default, the Keywords Grids pane is hidden. To display it, proceed as follows:

1. Click the Keywords Grids button to display the Keywords Grids pane. This button is located on the top right of the Logging pane or on the top of the Clip Infos pane if the Logging pane is hidden.

   See section "Keywords Grids" on page 40 for a description of the interface.

   When the Keywords Grids pane is first displayed, it is empty:

   Depending on the pane currently active, the icon displayed will be Clip or Log: Clip for the Clip Infos pane, Log for the Logging pane.

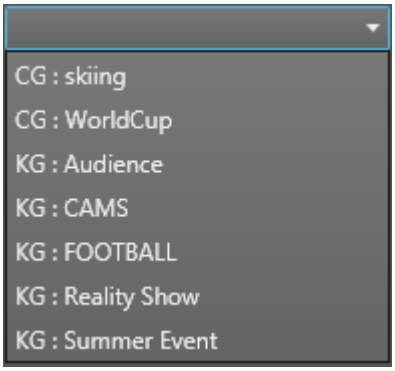
2. Click somewhere in the right pane to make it active in case the icon displayed does not correspond to the item you want to add keywords to.

How to Display Keyword Grids or Cascading Grids

To select the keywords grid or the cascading grid you want to work with, proceed as follows:

1. Click the arrow on the right of the **Keyword Sources List** field.

   The list of available keyword grids (KG) and cascading grids (CG) is displayed:



2. Select one of the grids.
3. Click the + button.

   The corresponding grid is displayed.
4. Repeat steps 1 to 3 to display several grids.

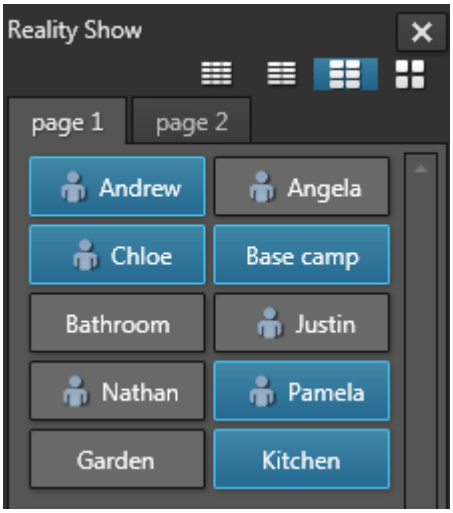
5. Use the X button to hide the corresponding grid.

10.4.2. Assigning a Keyword to Media from a Keyword Grid

Introduction

An keyword grid can be displayed as explained in section "Displaying the Keywords Sources" on page 93.

When a media item is selected, its associated keywords are highlighted in the keyword grid, provided that it is open.



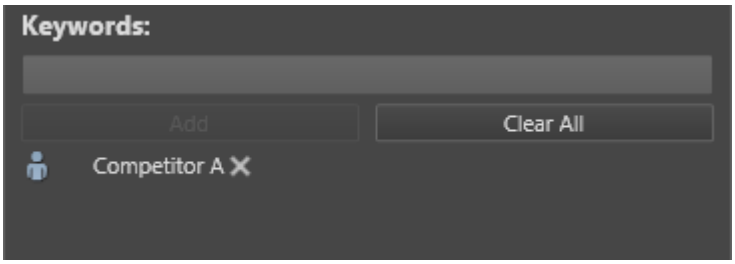
Warning
It is highly recommended not to use different Keywords tools to add or remove keywords to a media item.

How to Assign a Keyword

To add a keyword from a keyword grid to a clip or log being created or when it is being edited, proceed as follows:

1. Open the relevant keyword grid.
2. Click a keyword from the keyword grid.

   It is added to the Keywords area for the clip or for the log:



   It is also highlighted in the keyword grid.

How to Remove a Keyword

To remove a keyword, do one of the following actions:

- click the keyword in the keyword grid
- click the **X** button next to the corresponding keyword in the Keywords area.

It is removed from the Keywords area and it is no more highlighted in the Keyword tool.

To remove all the keywords:

- Click the **Clear All** button in the Keywords area.

10.4.3. Assigning Keywords to Media from a Cascading Grid

Introduction

A cascading grid can be displayed as explained in section "Displaying the Keywords Sources" on page 93.

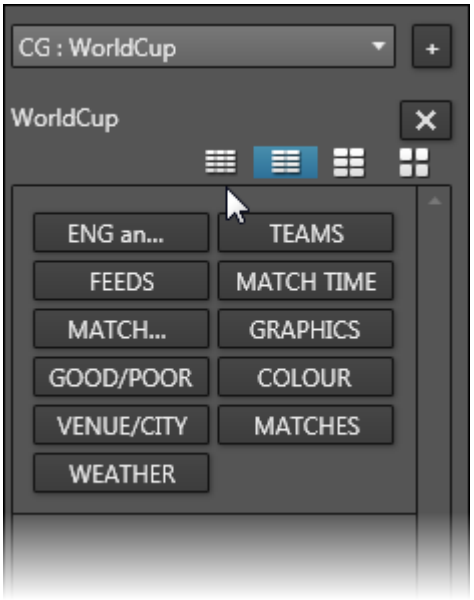
A cascading grid displays sets of keywords according to a waterfall effect. The sub-sets of keywords displayed will depend upon the keyword selected from the first set, the second set, and so on. It is not possible to select more than one keyword per keywords level/set.

How to Assign a Keyword

To add a keyword from a cascading grid to a clip or log being created or when it is being edited and no keyword has been assigned yet, proceed as follows:

1. Open the relevant cascading grid.

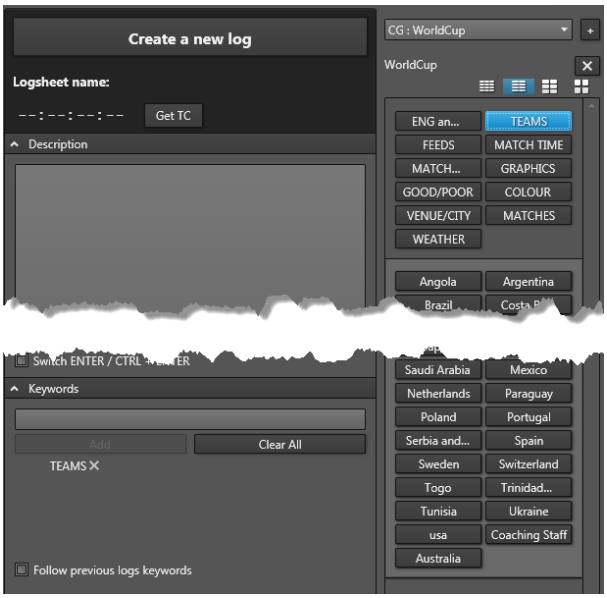
   The cascading grid displays the first set of keywords.



2. Click a keyword from the cascading grid.

   The parent keyword is added in the Keywords area and it is highlighted in the cascading grid.

   The child keywords from the second set, if any, is displayed below the first set:



3. Click a keyword from the second set.

   The child keyword is displayed in the Keywords area and it is highlighted in the cascading grid.

   The child keywords from the third set, if any, is displayed below the second set:

4. Click a keyword from the third set.

   The child keyword is displayed in the Keywords area and it is highlighted in the cascading grid.

   The set of child keywords from the fourth set, if any, is displayed below the third set.

   All the selected keywords are highlighted in the cascading grid.

> **Note**
> It is not possible to select more than one keyword per keywords level/set.

5. To remove a keyword, see the section below and the warning message.

How to Remove Selected Keywords

To remove a keyword and its child keywords:

- click the keyword in the cascading grid

This automatically un-selects the keyword and its selected child keyword and collapses the cascading grid to the level under the remaining selected keyword.

The same keywords are removed from the Keywords area of the as well.

Example: Clicking **Brazil** removes **Brazil** and **Dida(1)**, and displays the sub-set of keywords related to **Teams**.

Warning
Clicking the **X** button next to a selected keyword in the Keywords area of the media item leads to a different result:

- the keyword is removed from the cascading grid, the cascading grid is collapsed and, therefore, does not display its child keywords anymore.
- the keyword is removed from the Keywords area **BUT** its child keyword is not removed. In the follwing example, clicking **Brazil** does not remove its child keyword **Dida(1)** from the keywords area:

To remove all the keywords, do one of the following actions:

- Click the **Clear All** button in the Keywords area.
- Click the highlighted parent keyword in the cascading grid.

Rules for the Display of Keywords in Cascading Grids

Warning
It is highly recommended not to use different Keywords tools to add/remove keywords to/from a media item.

Display of Keywords in an Cascading Grid

In the case when a media item has been assigned keywords only from a cascading grid and, later on, is selected, its associated keywords are highlighted in the cascading grid:

Rules for the Display of Keywords of a Media Item

Specific rules exist for the display of keywords in the Cascading Grid tool.

In case a media item has been assigned several keywords from different keywords assignment processes (Keywords tools, direct entry), some of them could not be displayed in a cascading grid when the media item is being edited.

The order according to which keywords have been assigned is taken into account.

The media item ...	**...the keyword(s) highlighted in the cascading grid...**
has several keywords from level 1	is the first one encountered in the list, and its child keywords if any
has one keyword from level 1 (KW1) and level 2 (KW2) but the KW2 had been selected before KW1 and appears before KW1 in the Keywords area	...the keyword from level 1 is the only one displayed

Rules for the Display of Keywords when Edited

The media item ...	...the edition of keywords consists of...	...the keyword(s) highlighted in the cascading grid...
has one keyword from level 1, level 2 and level 3	selecting another keyword from level 2 from the cascading grid	the new keyword from level 2 is added to media and the previous keywords from levels 2 and 3 are removed. The keyword from level 1 is still selected.
has one keyword from level 1 (KW1) and level 2 (KW2) but the KW2 had been selected before KW1, so KW2 appears before KW1 in the Keywords area and only KW1 is highlighted in the cascading grid	selecting the KW2 from the cascading grid	both KW1 and KW2 are highlighted in the cascading grid and KW2 appears after KW1 in the Keywords area
has one keyword from level 1 (KW1), level 2 (KW2) and level 3 (KW3.1) but the KW3.1 had been selected before KW2, so KW3.1 appears before KW2 in the Keywords area and only KW1 and KW2 are displayed in the cascading grid	clicking another keyword from level 3 from the cascading grid (KW 3.2)	The cascading grid highlights KW1 and KW2 and the newly selected KW3.2. The Keywords area displays KW1, KW 3.1, KW2 and at the end of the list KW 3.2.
has several keywords from level 1, so both are displayed in the Keywords area but only the first one assigned to the media item is highlighted in the cascading grid	clicking the keyword not highlighted	the "first assigned" keyword is removed from the Keywords area and the cascading grid and the second one is appears on both sides.

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